

**Port of Skamania County
Minutes of the
Board of Commissioners Regular Meeting
January 13, 2009**

Call to Order: President Teitzel called the meeting to order at 4:00 pm.

Election of New Officers:

---MOTION--- Commissioner Judy Teitzel stepped down and moved to elect Commissioner Tony Bolstad as President. Commissioner WD Truitt seconded the motion. The motion carried.

---MOTION--- Commissioner Bolstad stepped down and moved to elect Commissioner Truitt as Vice-President. Commissioner Teitzel seconded the motion. The motion carried.

---MOTION--- Commissioner Truitt moved to elect Commissioner Teitzel as Secretary. Commissioner Bolstad stepped down and seconded the motion. The motion carried.

Attendance: In attendance from the Port were Commissioner Judy Teitzel, Commissioner Tony Bolstad, Commissioner WD Truitt, Attorney Ken Woodrich, Manager John McSherry, Facilities Specialist Karl Wilkie, Accounting Tech. Tina Tarani, Auditor Monica Masco, and Administrative Assistant Julie Mayfield.

Public Comment: Opened at 4:04 pm. Terry Schulz, of Skamania, arrived at 4:00 pm and presented a waterfront development scenario for the Commission to consider. Public Comment was closed at 4:34 pm.

Meetings and Seminars:

- **EDC Annual Luncheon, Skamania Lodge:** John McSherry, Julie Mayfield, Tina Tarani, Commissioners Truitt and Teitzel attended this meeting on January 8th.

Minutes Approval:

---MOTION--- Commissioner Teitzel moved to approve the December 29, 2008 Regular Meeting Minutes. Commissioner Truitt seconded the motion. The motion carried.

---MOTION--- Commissioner Truitt moved to approve the December 16, 2008 Regular Meeting Minutes. Commissioner Teitzel seconded the motion. The motion carried.

Vouchers Approval:

---MOTION--- Commissioner Truitt moved to approve the Pre-issued General Fund Vouchers numbered 11617 through 11623 in the amount of \$4,217.05, dated January 7, 2009. Commissioner Teitzel seconded the motion. The motion carried.

---MOTION--- Commissioner Truitt moved to approve the General Fund Vouchers numbered 11624 through 11650 in the amount of \$74,998.73, dated January 13, 2009. Commissioner Teitzel seconded the motion. The motion carried.

Administrative Approvals:

---MOTION--- Commissioner Teitzel moved to ratify the Gorge Delights Lease Amendment, signed January 8, 2009. Commissioner Truitt seconded the motion. The motion carried.

---MOTION--- Commissioner Teitzel moved to approve Resolution 1-2009: A Resolution of the Board of Commissioners of the Port of Skamania County Authorizing Investment of Funds Authority. Commissioner Truitt seconded the motion. The motion carried.

---MOTION--- Commissioner Truitt moved to approve Resolution 2-2009: A Resolution of the Board of Commissioners of the Port of Skamania County Providing for the Signing of Warrants. Commissioner Teitzel seconded the motion. The motion carried.

---MOTION--- Commissioner Truitt moved to approve, with changes, Resolution 3-2009: A Resolution of the Board of Commissioners of the Port of Skamania County Adopting Regular Meetings Schedule. Commissioner Teitzel seconded the motion. The motion carried.

---MOTION--- Commissioner Teitzel moved to approve, as amended, Resolution 4-2009: A Resolution of the Board of Commissioners of the Port of Skamania County Authorizing the Issuance of Pre-Issued Warrants. Commissioner Truitt seconded the motion. The motion carried.

Staff Reports:

- **Auditor's Report:** Presented by Monica Masco

Cash balance as of November 30, 2008 is \$1,099,633.03. Total revenue for November was \$61,511.24 and expenditures were \$64,278.65: net loss for the month: \$2,767.41 and netting excess of expenditures over revenue in the amount of \$354,639.35 year-to-date.

- **Facilities Report:** Presented by Facilities Specialist Karl Wilkie
 1. Gutters and drainage issues: As a result of the recent storm, the Evergreen Building in North Bonneville has significant drainage issues including poor drainage of the bioswale, recessed truck loading ramp, and the drainage ditch on the western property line. Gutters at the Skye and Evergreen buildings have been damaged and repaired.
 2. Various maintenance has been performed around the Stevenson waterfront area, including snow shoveling and plowing, working with tenant needs, and removing an illegal camp site.
 3. We had an unannounced inspection by the L&I Marine and Dock Compliance Officer, out of Olympia, on January 12. We are working to correct several noted deficiencies.
- **Attorney's Report:** none.
- **Manager's Report:** Presented by Manager John McSherry
 1. *Parcel 2, North Bonneville.* There was discussion about two potential ground lease opportunities on the eastern end of the site.
 2. *Comp Plan/Capital Improvement Plan.* Work continues on this project.
 3. *Wind River Nursery/Business Park (WRN).* Commissioner Bolstad expressed interest in having the contract between the Port and the County for management of this site to be completed by the end of February 2009.
 4. *Port District Boundary Adjustment.* John met with County Commissioner Jamie Tolfree. It was suggested that a PowerPoint presentation be put together for the meeting that will explain this adjustment to the affected property owners and the public as well as local officials. The American Legion Hall was suggested as a good place to hold the meeting, since it sits in the middle of Section 33.
 5. *John's Priorities:* New lease opportunities, existing tenants, the Port Boundary, and the WRN Business Park.
 6. *Leases.* Tichenor Suite 105 will be vacated by MFG immediately and portions leased to Galaxy and Slingshot Sports. Skamania County would like to lease space in the Tichenor Building, including the Port's office.
 7. John noted Karl Wilkie's exemplary work on managing the flooding situation at the North Bonneville properties.

Old Business: (see Manager's Report)

New Business:

- **Remodel 212 SW Cascade Ave, Stevenson:** Plans are underway for remodel work. There is substantial work to be done before moving in.

Executive Session: Commissioner Bolstad called for an Executive Session at 6:12 pm to 6:32 pm for 20 minutes and again at 6:32 pm to 6:42 pm for 10 minutes per RCW 42.30.110 (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public, and (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

The Commission came out of Executive Session at 6:40 pm; no decisions were made. There was a general discussion on various tenant relocations.

Adjournment: The Chairperson adjourned the meeting at 6:50 pm. Terry Schulz left around 4:50 pm; Monica Masco left around 5:30 pm; Ken Woodrich and Commissioner Teitzel left at 6:40 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is Tuesday, January 27, 2009 at the Port office conference room 40 SW Cascade Avenue, Suite 70, Stevenson, Washington.

APPROVED BY:

Commissioner Tony Bolstad, President

Commissioner WD Truitt, Vice-President

Commissioner Judy Teitzel, Secretary

ATTEST:

Julie Mayfield, Administrative Assistant