

**Port of Skamania County
Minutes of the
Board of Commissioners Regular Meeting
July 10, 2007**

Call to Order: President Prosser called the meeting to order at 4:10 p.m. with public comment open until 4:40 p.m.

Attendance: In attendance from the Port were Commissioner Dave Prosser, Commissioner Greyson Rudd, Commissioner Judy Teitzel, Port Attorney Ken Woodrich, Port Manager John McSherry, Accounting Tech. Tina Tarani, and Facilities Specialist Karl Wilkie.

Public Comment: No public were in attendance.

Port Manager John McSherry noted for the record that although Commissioner Greyson Rudd was in attendance, he could only observe the proceedings as he has not been sworn in yet by the County Auditor for Port Commissioner District #1.

Meetings and Seminars:

- **Public Works Seminar:** Port Manager John McSherry attended a Public Works seminar presented by MRSC at the Camas library on June 27, 2007.
- **WPPA Directors/Managers Annual Meeting:** Port Manager John McSherry will be attending the WPPA Directors/Managers meeting this week July 12 & 13, 2007.
- **Records Management Class:** Accounting Tech. Tina Tarani and Temporary Part-time Administrative Assistant Julie Mayfield attended a Records Management class on June 28, 2007 presented by Washington State Archives Office.

Minutes Approval: Commissioner Teitzel moved to approve the minutes of the June 26, 2007 regular scheduled meeting. Commissioner Prosser stepped down and seconded. The motion carried.

Voucher Approvals: Commissioner Teitzel moved to approve General Fund Vouchers Numbered 10454 through 10492 in the amount of \$19,362.42 dated July 10, 2007. Commissioner Prosser stepped down and seconded. The motion carried.

Administrative Approvals:

- **Resolution 11-2007 Authorizing the Investment of Funds:** Commissioner Teitzel moved to approve Resolution 11-2007 authorizing Accounting Tech. Tina Tarani, Port Auditor Monica Masco, and Port Commission Secretary Greyson Rudd to order Treasurer to make deposits and withdrawals of Port funds and monies for the purpose of investment and to receive interest thereon. Commissioner Prosser stepped down and seconded. The motion carried.
- **Award Tichenor Building Exterior Masonry Coating & Painting Project:** Port Manager John McSherry informed the Commission this project was put out to bid, and the Port received a total of four bids. The lowest bidder was Columbia Gorge Painting out of White Salmon, WA.

Commissioner Teitzel moved to approve the awarding of the Tichenor Building Exterior Masonry Coating & Painting to Columbia Gorge Painting. Commissioner Prosser stepped down and seconded. The motion carried.

Staff Reports:

- **Manager's Report:** Presented by Port Manager John McSherry.

John met with Port tenant Ken Vaughters, owner of The Crab Shack, to discuss the impact a mobile food service vendor would have on his business if allowed by the Port; Kent expressed concern that the mobile food service would take customers from his business; specifically the kiteboarders that frequent The Crab Shack for drinks and appetizers.

The request for a Mobile Food Truck to operate on Port property was not approved by the Commission.

A discussion took place regarding the Stevenson Landing pier.

Port tenant Molded Fiber Glass Companies/NW informed John that they are going to continue leasing Tichenor Suite #105 under their existing lease, and not move out. MFG plans to use Suite #105 for storage of materials. The Port is still going to cover over this suite during the planned Tichenor upper floor expansion remodel.

John informed the Commission that Slingshot Sports is interested in expanding and moving their office space upstairs to Ste. #60 and have their warehouse space expanded downstairs. Port Commissioner Prosser commented on the funds expended by the Port for Slingshot in remodeling a portion of the downstairs warehouse space to office space for them; and

stated Slingshot would need to use their own funds to turn that space back into warehouse space. John stated Slingshot plans to keep the downstairs offices and the showroom as is, and everything behind the showroom would be turned into warehouse space.

Port tenant Kinetics requested a month extension on their moving out from July 31, 2007 to August 31, 2007 (their lease ends July 31, 2007). It was agreed Kinetics could be a month-to-month lessee and could stay to their requested date of August 31, 2007.

John met with Dave Nail of the City of Stevenson regarding the Tichenor upper floor expansion, and remodel of Suite #90 & #100 and went over the remodel options.

John submitted a grant application for the hotel/motel tax for funds to hire an architect to re-design Teo Park.

Commissioner Prosser suggested the Port have a workshop with the City of Stevenson planning; Port Attorney Ken Woodrich agreed it was an excellent time to do this since comprehensive plans are being discussed and worked on by the Port and city.

- **Facilities Report:** Presented by Facilities Specialist Karl Wilkie.

Karl reported he has completed remodeling the Kiosk at Stevenson Landing.

The Port was notified that emergency and handicap parking must be provided to the public at Teo Park during events such as the Blues, Brews, and BBQ's.

The Health Department contacted Karl about the use of potable water at Teo Park.

Karl is planning installing a new water fountain near the sculpture at Teo Park to replace the water fountain that was lost last spring.

The Coast Guard pruned around their range marker in Teo Park.

Karl informed the Commission that more public are using the Port's waterfront and facilities staff is spending more time cleaning and maintaining parks and grounds.

Karl has been working on irrigation repair at the Port's Skye and Discovery Buildings in North Bonneville, WA.

This Thursday the Weed Board will be removing noxious weeds on Port property at no cost to the Port.

- **Attorney's Report:** Port Attorney Ken Woodrich requested an executive session under RCW 42.30.110 (B).

Other Business: None.

Executive Session: Commissioner Prosser called for an Executive Session at 5:38 p.m. for approximately ten (10) minutes ending at 5:48 p.m. under RCW 42.30.110 (B).

The Commission came out of Executive Session at 5:48 p.m. with no decision being made. The Commission instructed staff to proceed with matters discussed.

Adjournment: The Chairman adjourned the meeting at 5:51 p.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be, Tuesday July 24, 2007 at 4:00 p.m.

APPROVED BY:

Commissioner Dave Prosser, President

Commissioner Judy Teitzel, Vice-President

Commissioner Roger Whitaker, Secretary

ATTEST:

Tina Tarani, Accounting Tech.