Port of Skamania County
Minutes of the
Board of Commissioners'
Regular First Monthly Meeting
December 10, 2002

Call to Order: Commission Doug McKenzie called the meeting to order at 4:06 p.m.

Attendance: Commissioner Doug McKenzie, Commissioner Dave Prosser, Executive Director Anita Gahimer, Port Attorney Ken Woodrich, Business and Project Development Manager John McSherry, Facilities Specialist Keith Chamberlain, and Port Auditor Jan Fancher, Administrative Assistant Deana Midland. Members of the public in attendance for portions of the meeting were Rich Curran, Dave L'Hommedieu, Kevin Coombs, Brian Adams, Kathy Durban and Keith Liggett. Commissioner Judy Teitzel is on an excused absence for personal reasons.

Anita ask the commissioners to join her in a well deserved "thank you" to staff for a successful and excellent Open House event, commenting the event was planned and organized by staff.

Public Comment: Rich Curran spoke in support of the Borups on the Beacon Rock Golf Course and to let the Commissioners know how disappointed he felt public was on what was going on.

Dave L'Hommedieu asked what is up with East Point and the Boat Launch, and wanted to let the Commissioners know what his concerns are on regarding parking. Dave said he supports the project and he just came for an update. The commissioners and Anita filled Dave in on the status of the projects.

Keith Leggett wanted to pass on some information regarding SawNet's Fiber Optic Cable Project. There will be a reception held here in the Port's conference room at 4:30 pm on Saturday with Maria Cantwell who will "light the fiber" for SawNet at the NoaNet Point of Presence on the BPA Regional Fiber Network just before the reception. Keith invited the commissioners to attend, commenting Anita would be attending.

Kevin Coombs announced he is ready to sign the lease offered to him by the Port for the Beacon Rock Golf Course if things go well for the Port on Friday. He would like to be able to occupy the course no later than March 1, 2003.

Approval of Minutes: The minutes on the agenda for approval will take place at the first meeting in January 2003.

Vouchers: Commissioner Dave Prosser made a motion to approve General Fund Vouchers dated December 10, 2002 and Numbered 13937 through 13961 in the amount of $14,002.02. Commissioner Doug McKenzie stepped down and seconded the motion. The motion passed.

Commissioner Doug McKenzie stepped down and made a motion to approve Pre-Issued Payroll Vouchers Numbered 13932 through 13936 dated December 4, 2002 in the amount of $3,275.19. Commissioner Dave Prosser seconded the motion. The motion passed.

Commissioner Doug McKenzie stepped down and made a motion to approve corrected Voucher Cover Sheet for Vouchers Numbered 13911 through 13931 dated November 26, 2002 in the amount of $21,636.94. Commissioner Dave Prosser seconded the motion. The motion passed.

Commissioner Doug McKenzie stepped down and made a motion to approve corrected Voucher Cover Sheet for Vouchers Numbered 13863 through 13904 in the amount of $35,186.68 dated November 12, 2002. Commissioner Dave Prosser seconded the motion. The motion passed.

Commissioner Doug McKenzie stepped down and made a motion for the Executive Director to sign an Agreement with BNSF allowing the Port to string fiber optic cable on existing poles across their rail way. Commissioner Dave Prosser seconded the motion. The motion passed.

The Commissioners discussed with Anita finalizing a lease with Springwater. They would like Anita to get additional information from them and explore the option of a bond in lieu of a personal guarantee.

Commissioner Doug McKenzie stepped down and made motion authorizing the Executive Director to negotiate a lease with Springwater. Commissioner Dave Prosser seconded the motion. The motion passed.

Attorney's Report: Port Attorney Ken Woodrich had no new information to report. He commented an executive session will be needed regarding litigation.

Treasurers Report: Port Auditor Jan Fancher distributed the Monthly Financial Status Reports for October 2002. The reports detailed the income, expenses, and significant transactions of the month.

Business Development and Marketing Report: John has received a contract from David Evans and Associates, and BNSF, and has taken it to Anita for review and approval.

John reported on the Fort Cascade Business Park, he has given information to the engineers and is waiting for a response.

John reported we submitted our Marketing Grant application to the Washington Investment Board. This application is for funding for Phase II of our project. Phase I, which is underway, was funded by the Forest Service Rural Community Assistance Program. The two grants are matching grants.

We have a new tenant opportunity he has been following up on from contact made with Anita early in the year, an Environmental Engineering Firm. They would like to be here and set up by April and are looking at space in the Tichenor Building and Old Saloon Building. They have also looked at private space in North Bonneville.

Facilities Specialist Report: Keith reported Karl has finished up the Wind River Building, he also reported some of the siding on the building still needs to be replaced by Wind River Mines.

Karl has the Parks cleaned up and ready to go for the winter months.

Karl has been doing some pruning on the Port properties.

Keith has been working on our computer back-up system for the Port offices, trying to get it up and running and reliable.

Administrative Assistant: Deana reported she and Lynee have been getting things ready for the Annual Open House. She also has been just working on her everyday office duties.

Executive Directors Report: Anita reported the Business Development and Marketing position was shown in the salaries and wages detail sheet of the 2003 proposed General Fund Budget the way Commissioner Doug McKenzie wanted to see it, with three options; 1) the position full time, 2) the position half time, and 3) the position eliminated.

Anita gave an update on the Tichenor Building Space Expansion Project Grant application John completed and we submitted to the USDA. We received a notice that they would be doing an on-site application review in January or February.

Anita reported on a meeting with Bob Kelso, Plant Manager for MFG, and a telephone conversation with Richard Morrison, President and owner of MFG yesterday. MFG would like to be relieved of their lease obligation for the storage space they occupy in the Tichenor Building. Anita said she would like to turn this into an opportunity and explained how it may be the answer to the questions around where and how to relocate tenants in order to accommodate Springwater, and referring to several recent issues with offensive odors coming from MFG's storage area. Some tenants have had physical reactions to the smell. She commented the Port could relocate their office to the down stairs, or she could suggest Domestic Violence move down there.

Anita commented on her latest letter to the Washington State Department of Ecology regarding the disposition of Wind River Mines' settling pond at the Wind River Building. She is still waiting to hear back from them.

Anita passed out her January calendar and gave the Commissioners an update on her planned January 2003 travel. The commissioners approved her travel plans for January which include a trip to the State IAC office in Olympia to attend a grant acceptance workshop for the Cascade Avenue Boat Launch Improvement Project and a trip to the Washington Rural Development Council Board meeting and Legislative Reception (the travel expenses for the RDC meeting will be paid by the RDC).

Executive Session: The Port Attorney, Executive Director, and the Board of Commissioners announced an Executive Session at 6:03 for approximately 12 minutes, for the purposes of discussing current litigation.

The Commissioners came out of Executive Session at 6:17 pm with no decisions being made.

Next Meeting: The next regular monthly meeting of the Board of Commissioners will be held on January 14, 2003, at 4:00 pm.

Adjournment: The meeting was adjourned.

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Commissioner Doug McKenzie

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Commissioner Judy Teitzel

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Commissioner Dave Prosser

ATTEST:

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Deana Midland, Administrative Assistant