

**Port of Skamania County**  
**Minutes of the Board of Commissioners**  
**Regular Meeting**  
**February 28, 2012, 3:00 pm**

**Call to Order:** Commissioner Waters called the meeting to order at 3:00 pm.

**Attendance:** Commissioners WD Truitt, Kevin Waters, and via telephone Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Executive Assistant Julie Mayfield, Finance Manager Randy Payne, Facilities Specialist Karl Wilkie, Facilities Specialist Doug Bill, Auditor Monica Masco; guest Phillip Watness (*Skamania County Pioneer*).

**Public Comment:** None—opened 3:00 pm; closed 3:30 pm.

**Meetings and Seminars:**

Commissioners Truitt and Waters, Randy, and Julie attended the EDC Annual Meeting at Skamania Lodge, with US Representative Jaime Beutler as guest speaker.

John attended the City of North Bonneville Shoreline Master Program Update Working Group Meeting #3 Shoreline Community Vision February 7.

Commissioner Waters, as the Port representative on the Chamber Board, attended an annual review of the Chamber Director.

Julie attended the webinar *Community and Economic Development Enlightenment, Asset vs. Needs Based*, put on by WA State Department of Commerce, hosted by the Association of Washington Cities (AWC). Also attending was Robert Miller from North Bonneville and Kari Fagerness of the EDC. The Port sponsored the webinar and held it at the Port's conference room.

**Minutes Approval:**

---MOTION--- *Commissioner Truitt moved to approve the **February 14, 2012 Meeting Minutes**. Commissioner Bolstad seconded; the motion carried.*

**Vouchers Approval:**

---MOTION--- *Commissioner Truitt moved to approve the **General Fund Vouchers numbered 14047 through 14073 in the amount of \$29,596.68 dated February 28, 2012**. Commissioner Bolstad seconded; the motion carried.*

**Administrative Approvals:**

John presented the Interlocal Agreement between the Port and the County, which includes a \$30,000 funding match for the USDA Rural Business Enterprise Grant (RBEG) application for Carson Water/Wastewater System technical assistance and \$50,000 funding for reimbursements to the Port for facilities work at Wind River Business Park (WRBP), for a

total of \$80,000. It was noted that the language of Recital B of the agreement was unclear and that the intention was to say that the project meets the RCW criteria for use of .09 Tax Funds.

*---MOTION--- Commissioner Bolstad moved to **ratify the Skamania County .09 Tax Fund Interlocal Agreement between the Port of Skamania County and Skamania County.** Commissioner Truitt seconded; the motion carried.*

### **Staff Reports:**

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

January 31, 2012 Cash Balance was \$953,441.52.

Total revenue for January was \$27,280.24 and expenditures were \$139,760.58; netting expenses over income in the amount of \$112,480.34.

**Unfinished Business/Director's Report:** Presented by John McSherry

1. *Tenant update:* two tenants delinquent on lease payments have plans to and are making efforts to get caught up. The tenant with first right of refusal (for space that Galaxy will soon vacate in the Tichenor Building) has not yet indicated a preference and has until the end of the month to exercise their option. Another tenant also has a "last right of refusal" for the space. Last US Bag is looking forward to being able to start moving in to building #2130 (the Processing Plant) at WRBP; the Port hired Randy Nieto as a day laborer to help Doug with the painting. Battelle agreed to an additional 2-year lease term with a 1% CPI increase this year and 3% increase for 2013.
2. *Wind River Business Park (WRBP):*  
Commissioners Truitt and Waters met separately with US Representative Jaime Beutler at the EDC Annual Luncheon, and Julie met with her District Director Ryan Hart also, to request their support of our application with RBEG to help fund technical assistance for the Carson Water/Wastewater System. John also has communicated this need with Field Representative Pam Pieper.
3. *126 SW Cascade Ave (LBH):* No update.
4. *Wavebreak:* John received email from Ferguson saying they are still working on it.
5. *Beacon Rock Golf Course:* John and Randy are meeting this week with Kevin Coombs to discuss the lease renewal.

**Direction**—Port Goals: The Comprehensive Scheme of Harbor Development review workshop is scheduled for March 14, 2012, 3:00 pm at the Port conference room.


**Executive Session:** Commissioner Waters called for an Executive Session from 3:40 pm to 4:00 pm for 20 minutes, and again from 4:00 pm to 4:20 pm, 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.

No decisions were made; the Commission directed John to continue negotiating lease rates.

**Adjournment:** The Chairperson adjourned the meeting at 4:35 pm.

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is March 13, 2012, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington. Also, **March 14, 2012, 3:00 pm special meeting.**

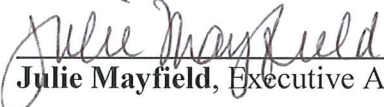
**APPROVED BY:**

  
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**Commissioner Kevin Waters**, President (District 3)

  
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**Commissioner WD Truitt**, Vice-President (District 2)

  
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**Commissioner Tony Bolstad**, Secretary (District 1)

**ATTEST:**

  
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**Julie Mayfield**, Executive Assistant

