

**Port of Skamania County
Minutes of the
Board of Commissioners Meeting
January 24, 2006**

Call to Order: President McKenzie called the meeting to order at 4:04 p.m.

Attendance: In attendance from the Port were Commissioner Doug McKenzie, Commissioner Dave Prosser, Port Attorney Ken Woodrich, Facilities & Operations Manager Keith Chamberlain, Business Development Manager John McSherry, Finance Manager Barbara Irving, and Accounting Tech. Tina Tarani. Port Commissioner Judy Teitzel was not in attendance due to an excused absence.

Public Comment: Commissioner McKenzie opened the meeting to public comment at 4:05 p.m. to 4:35 p.m. There were no public present.

Meetings and Seminars:

- Facilities & Operations Manager Keith Chamberlain attended the **Skamania Chamber Annual Dinner**.
- Commissioner Doug McKenzie and Port Finance Manager Barbara Irving attended the **EDC Annual Luncheon**, with **Port of Cascade Locks Manager Chuck Daughtry** giving a talk on the proposed **Cascade Locks Casino** on the community of **Skamania County**. It was also stated the door is not closed on **Skamania County** in receiving funds from the **Casino**, but is open to both states Oregon and Washington.
- Business Development Manager John McSherry met with the Engineering firm doing the environmental assessment for **B.I.A. (Bureau of Indian Affairs)**.
- John also attended a **C.G.E.D.A. (Columbia Gorge Economic Development Association)** meeting with the following highlights:
 1. **Port of The Dalles** working with **Google** on a 600,000 square foot building in **The Dalles**.
 2. A \$100,000,000.00 race track facility looking to relocate in **Klickitat**.
 3. A wine bottle making company looking into relocating itself in **Dallesport, WA**.

Minute Approval: Commissioner Dave Prosser made a motion to approve the minutes of the January 10, 2006 regular scheduled meeting. Commissioner Doug McKenzie stepped down and seconded the motion. The motion passed.

Vouchers: Commissioner Dave Prosser made a motion to approve General Fund Vouchers Numbered 16491 through 16526 in the amount of \$36,552.10 dated January 24, 2006. Commissioner Doug McKenzie stepped down and seconded the motion. The motion passed.

Administrative Approvals: Business Development Manager John McSherry stated the **Tichenor bid date** has been extended until January 31, 2006. Bids need to be in by 3:00 p.m. on January 31, 2006; one hour will be spent for reviewing the bids ending at 4:00 p.m.; and Commissioner McKenzie is to come in at 4:00 p.m.

--MOTION-- by Commissioner Prosser on January 31, 2006 for bids for the Tichenor Remodel, with Commissioner McKenzie's approval of bids, to allow Business Development Manager John McSherry to sign the contract for work to be done and to make the award. Commissioner McKenzie stepped down and seconded the motion. The motion passed.

Staff Reports: Finance Manager Barbara Irving went over the December 2005 Financial Report with the following highlights:

1. Net Income figure being better and higher by \$157,318.27 than the budgeted figure.
2. Balance Sheet showing the Net Income for the year grew by almost \$650,000.00; of which \$500,000.00 was from sales of assets, and the other \$150,000.00 being made by a combination of having more revenues and less expenses.

Old Business: Business Development Manager John McSherry updated his work progress on the **Tichenor Expansion** and the **Wave Attenuation**.

- **Tichenor Expansion:** The walk through was on January 18, 2006. The bid due date was extended from January 27, 2006 to January 31, 2006; the plan holders were sent an addendum and notified by fax.
- Facilities & Operations Manager Keith Chamberlain stated the process for the permit is moving forward.

It was stated by the Commission that if this project goes over \$400,000.00 then all three Commissioners need to be involved.

- **Wave Attenuation:** John informed the Commission that a permit would not be needed to set the anchors in place. John presented a style that Commissioners Prosser and McKenzie were both okay with.

New Business: None.

Other Business:

--MOTION-- *by Commissioner Prosser to move next months February Port meetings (of the 14th and 28th) to February 7th and the 21st. Commissioner McKenzie stepped down and seconded the motion. The motion passed.*

Reassignment of Staff Duties and Responsibilities:

A brief discussion took place on Keith's desire to go back out in the field and not be responsible for the managerial duties that were distributed to him by the Commission two years ago. A decision has not been determined by the Commission at this time on removing Keith from his Manager position at this time.

Commissioner McKenzie asked for reminder calls from Port staff to the Commissioners, for the changed Port meeting dates.

Executive Session: Commissioner Prosser called for an Executive Session at 4:50 p.m. for approximately fifteen (15) minutes ending at 5:05 p.m. under RCW 42.30.110 (g).

The Commission came out of Executive Session at 5:20 p.m. with no decision being made.

The Commission called for a second executive session at 5:20 p.m. to continue under RCW 42.30.110 (g) for approximately ten (10) minutes ending at 5:35 p.m.

The Commission came out of Executive Session at 5:35 p.m. with no decision being made.

It was stated the Vice-President Dave Prosser will:

1. Meet with Facilities & Operations Manager Keith Chamberlain; and asked Keith to redefine his job and present to Dave.
2. Meet with Port staff either as a group or individually.

Adjournment: The Chairperson recessed the meeting at 6:03 p.m. to continue on Friday, February 3, 2006 at 11:00 a.m.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners will be Tuesday, February 7, 2006 at 4:00 p.m.

Port of Skamania County
Board of Commissioners
January 24, 2006

APPROVED BY:

Commissioner Doug McKenzie

Commissioner Judy Teitzel

Commissioner Dave Prosser

ATTEST:

Tina Tarani, Accounting Tech