

**Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting
May 11, 2010, 3:00 pm**

Call to Order: Commissioner Truitt called the meeting to order at 3:01.

Attendance: Commissioners Tony Bolstad, WD Truitt, and Judy Teitzel; Attorney Ken Woodrich, Manager John McSherry, Administrative Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, Auditor Monica Masco; Guest Keith Chamberlain.

Public Comment: None; closed 3:31 pm.

Meetings and Seminars:

Julie attended the monthly “Chamber Break” at Leslie’s Books.

John and Julie attended the Vancouver Business Journal’s Annual Business Growth Awards, where Port tenant Steve Sliwa (Insitu) was the keynote speaker.

Minutes Approval:

---MOTION--- Commissioner Bolstad moved to approve the April 27, 2010 Regular Meeting Minutes. Commissioner Teitzel seconded; the motion carried.

Administrative Approvals:

---MOTION--- Commissioner Bolstad moved to repeal Resolution 1-2010 and adopt Resolution 13-2010 Authorizing the Investment of Funds. Commissioner Teitzel seconded; the motion carried.

Vouchers Approval:

---MOTION--- Commissioner Bolstad moved to approve the General Fund Vouchers numbered 12718 through 12750 in the amount of \$33,082.08 dated May 11, 2010. Commissioner Teitzel seconded; the motion carried.

Staff Reports:

- **Attorney’s Report:** none..
- **Facilities Report:** Presented by Karl Wilkie

Karl thanked Monica for taking on the accounting tasks while we are working on filling the accounting position.

1. *Grounds Maintenance:* Tribal fishing has increased, therefore increasing the workload for Facilities; a 2-inch water line broke and was repaired; all

existing picnic tables have been rebolted and varnished and a few new tables added; parking area potholes were filled around the Old Saloon; safety training with Jorge continued.

2. *Buildings Maintenance*: Annual sprinkler/alarm testing was completed for the Tichenor Building by a private testing company; adjustments were made to the venting in each office for tenant Normandeau in the Tichenor Building so that each office has heating/cooling egress control.

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

1. *Tenants Update*:

Crab Shack—Kent Vaughters is continuing to sell his equipment and vacating the Old Saloon.

Battelle—some pass-through items (cabling, etc. of new office) will be billed to Battelle.

2. *Teitzel Building*: We continue to market the available space.

3. *Wavebreak*: Still no reply from Ferguson to set meeting time.

4. *Cascades Business Park*: The target date for awarding the construction contract is the first half of July 2010. John and Julie met with MacKay & Sposito to go over the contract; we met with them again in North Bonneville along with Tom Jermann and Ray Hays of the City, and our Project Inspector Gail Collins. John explained the steps involved before an overall grading plan will be presented. The consultant is providing weekly progress reports, which will be included in the Commissioners packets.

5. *Waterfront Enhancement Project*: Progress continues on the ALEA grant application through RCO—the application was submitted; it can be edited until early June 2010.

Unfinished Business: See also Manager's Report

1. *Old Saloon*: John reported on a few groups who have shown interest in leasing as a restaurant.

Meeting Temporary Relocation

The Commission relocated the meeting, from 4:00 pm to 4:30 pm to the EDC at 167 NW 2nd Ave, Stevenson to represent the Port's interests at a Town Hall Meeting of US Congress candidate Jaime Herrera.

New Business:

1. *Accounting Tech Open Position*: Accounting Tech Tina Tarani resigned as of May 6, 2010. The Port has advertised this position with several Gorge publications, including the Skamania County *Pioneer*, as well as Washington and Oregon's Departments of Employment, and it is posted on our website and Craigslist. Commissioner Bolstad suggested the Port

administer an Excel test to final candidates to measure proficiency. Commissioner Teitzel offered to assist in reviewing applications.

2. *Enduris Free Training Offered:* Commissioner Truitt and John, Karl, and Julie will attend “Discrimination and Harassment Prevention” training that is being offered next week in Vancouver.

Executive Session: Commissioner Truitt called for an Executive Session at 5:05 pm to 5:35 pm for 30 minutes, 5:36 pm to 5:56 pm for 20 minutes, and again at 5:58 pm to 6:10 pm for 12 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.

No decisions were made; the Commission directed John to continue in negotiations.

Adjournment: The Chairperson adjourned the meeting at 6:25 pm. Karl left at 4:15 pm; Keith left at 4:15 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is May 25, 2010, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:

Commissioner WD Truitt, President (District 2)

Commissioner Judy Teitzel, Vice-President (District 3)

Commissioner Tony Bolstad, Secretary (District 1)

ATTEST:

Julie Mayfield, Administrative Assistant