

**Port of Skamania County
Minutes of the Board of Commissioners
April 18, 2017
Regular Meeting, 6:00pm**

Call to Order: Commissioner Collins called the meeting to order at 6:00pm.

In attendance: Commissioners Gail Collins, Kevin Waters, and Todd Kingston, Attorney Ken Woodrich, Director Pat Albaugh, Financial Manager Fran Breeding, Auditor Monica Masco, Facilities Manager Doug Bill, Minutes Taker Somer Meade. Guests: Jim Hunt, Norm Ward, Harry DeVaux, Crystal Scott.

Public Comment:

- **Jim Hunt, Stevenson:** As a resident of Stevenson and frequent visitor to East Point, Jim came to express his concern over the parking lot issues outside of LDB. He provided a map that showed 36 parking spaces to be occupied by LDB with garbage and debris. Director Albaugh and the Commission assured Jim that they have addressed LDB regarding the clean-up that is necessary and will continue to work with LDB to ensure the area is cleaner, safer, and more accessible to the community.
- **Norm Ward, Wind River Business Park:** Norm wanted to give the Commission an update on the Wind River Biomass. In process are discussions with the PUD & BPA on future power agreements, BPA & PGE on providing power to Portland, an amendment to the current lease to extend current rent amount, getting county approval for a new building, and amending the lines of the Trout Creek Field. They will soon be hiring 2 employees for help with firewood. In 1.5 years they hope to be up and operating with a new generator and be able to sell kiln-dried firewood and be a source for heat.

Presentation: All Access Recovery: Harry DeVaux and Crystal Scott presented information about their business. They are hoping to rent space in the Tichenor building and will provide anger management classes, domestic violence classes for perpetrators, drug and alcohol assessments, family counseling, and interventions for residents of Skamania County. This county is one of the least served areas in Washington and residents are often required to travel to Vancouver or Goldendale, which impacts the effectiveness of the services. 95% of their monthly income will come from State Agencies. They will operate during normal business hours and also hold group sessions several nights a week. They hope to hire 4 more people by the 6-month mark. They addressed concerns about safety, business longevity, and impact on the community.

Commission Collins closed to public comment at 6:41pm.

Approval of the Minutes:

---MOTION--- Commissioner Kingston moved to approve the Minutes of the March 18th, 2017 Meeting as presented. Commissioner Waters seconded; the motion carried.

Voucher Approvals:

---MOTION--- Commissioner Kingston moved to approve the pre-issued General Fund Vouchers numbered 17896 through 17917 in the amount of \$16,495.03 dated April 5, 2017 and vouchers numbered 17918 through 17924 in the amount of \$9,121.90 dated April 10, 2017. Commissioner Waters seconded the motion; the motion carried.

---MOTION--- Commissioner Kingston moved to approve the General Fund Vouchers numbered 17925 through 17953 in the amount of \$46,221.89 dated April 19, 2017. Commissioner Waters seconded the motion; the motion carried.

Commissioner & Staff Reports:

- **Facilities Report:** Facilities Manager Doug Bill shared that the tour boats are back in swing, with an average of 3 trash runs per boat. The group discussed docking fees, Finance Manager Breeding clarified that boats are charged per docking and for the trash and labor. Port staff will work with Attorney Woodrich to clean up the vague language in the contract. The captain of the Empress has agreed to help when Doug is ready to install the new Stevenson Landing sign installation. Beacon Rock Golf Course was discussed. The deck and the garage doors need repair, materials are on order. Clark & Lewie's sent a formal letter requesting new windows, recoating of the deck, and removal of the aluminum ramp. Commissioner Collins has toured the property and discussions will continue. For the East point sign, the base block has been set and the cap has been poured. Once the weather improves, Doug will complete the install. New needle boxes have been installed in the bathrooms. The docks may be installed early. Wave is arranging for a roofer to do some repairs following the damage caused to the roof of Tichenor during their satellite install.
- **Commission Update:** Commissioner Kingston provided a Chamber update. There is an upcoming city cleanup day and the focus will be on storm damage. The Port burn pile may be available for minimal dumping of debris. Commissioner Collins continues to attend the EDC meetings.
- **Manager's Report:** Director Albaugh reported out on the Department of Health meeting with the county and Forest Service. They are working towards making quicker progress on the waterline permit. Water Contractor SMA will help with permitting. In alignment with state requirements, Director Albaugh wants to amend their contract to include managements of our water system and the Forest Service water system. The county would be expected to pay the actuals and the Port is acting almost as a broker. The Commission expressed concern over county involvement, and Director Albaugh feels that in the spirit of communication it is important to support on certain tasks. Attorney Woodrich wants to make sure that if the Port is fulfilling a larger role, that the County indemnifies the Port to assume all of the risk. Director Albaugh also gave an update on the .09 workshop with the county, city, and EDC.
- **Auditor's Report-** Year to date revenues total \$241,108.13 and are \$30,042.48 ~ 14% favorable to the budget. Year to date expenses total \$291,805.78 and are \$369,220.27 ~ 56% favorable to the budget.
- **Attorney's Report:** Nothing to report.

New Business/Administrative Approvals:

- **Regional Transportation Council- Transportation Alternatives Program Grant Application:** Finance Manager Breeding explained that WSDOT has a grant opportunity that the Port is applying for up to \$200,000 in funding of Phase 3 of the Shoreline Restoration and Enhancement project. Phase 1 is the landing and signage and the 2nd Phase is shoreline stabilization. The 3rd Phase would be to redo the trail that has eroded away. Director Albaugh

presented the Port's proposed project to the Southwest Regional Transportation Council and received very positive feedback. The goal is to submit by April 27th. The City will be a co-applicant, but the Port will be the primary applicant.

---MOTION--- Commissioner Kingston moved to authorize Albaugh to move forward seeking the grant from the RTC for the maximum amount available of \$200,000. Commissioner Waters seconded; the motion carried.

- **Lease Discussions and Negotiations:** Director Albaugh explained that there are several prospective tenants for the Tichenor Building especially and that the terms would need to be discussed in executive session and any decisions would be made after executive session.

Chairperson Collins adjourned the regular meeting at 7:27pm.

Executive Session: Commissioner Gail Collins called for Executive Session including the Commission Attorney Ken Woodrich, Commissioner Todd Kingston, Finance Manger Fran Breeding, and Director Pat Albaugh for 30 minutes from 7:29pm to 7:59pm regarding **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. They met for another 20 minutes from 8:01pm to 8:21pm regarding **RCW 42.30.110(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 adverse legal or financial consequence to the agency. They also met for another 5 minutes from 8:21pm to 8:26pm regarding **RCW 42.30.110(b)** To consider the selection of a site or acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

No decisions were made in executive session.

Adjournment: The Chairperson adjourned the meeting at 8:27 pm.

Next Meeting: The next scheduled meeting of the Board of Port Commissioners is May 16th, 2017 at 6:00pm at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:

Commissioner Kevin Waters, Secretary (District 1)

Gail Collins

Commissioner Gail Collins, President (District 2)

Todd Kingston

Commissioner Todd Kingston, Vice-President (District 3)

ATTEST:

Somer Meade

Somer Meade, Minutes Taker

