

**Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting—December 22, 2009, 3:00 pm**

Call to Order: Commissioner Bolstad called the regular meeting to order at 3:05 pm with public comment open until 3:35 pm.

Attendance: Commissioners Tony Bolstad, WD Truitt, and Judy Teitzel; Auditor Monica Masco, Attorney Ken Woodrich, Administrative Assistant Julie Mayfield, Facilities Specialist Karl Wilkie, and Accounting Technician Tina Tarani. Also attending: Dave Prosser (Project Manager for Discovery II) and Bill Midland (contractor). Manager John McSherry was on vacation.

Public Comment: None; closed at 3:38 pm.

Meetings and Seminars:

Tina attended the monthly SW Washington Ports Finance Meeting.

Minutes Approval:

---MOTION--- Commissioner Truitt moved to approve the December 8, 2009 Regular Meeting Minutes. Commissioner Teitzel seconded; the motion carried.

Vouchers Approval:

---MOTION--- Commissioner Teitzel moved to approve the General Fund Vouchers numbered 12388 through 12417 in the amount of \$225,225.32, dated December 22, 2009. Commissioner Truitt seconded; the motion carried.

BMD Construction requested mobilization funds of \$9,900.

---MOTION--- Commissioner Truitt moved to approve the General Fund Voucher numbered 12418 through 12418 in the amount of \$10,147.50, dated December 22, 2009, including sales tax and 5% retainage, as mobilization funding for BMD Construction. This funding is contingent on BMD Construction providing bonding and insurance according to the contract. Commissioner Teitzel seconded; the motion carried.

Administrative Approvals:

- The Port received four bids on December 22, 2009, for the Slingshot Sports Mezzanine Construction Small Works Roster Project at the Discovery II Building in North Bonneville. BMD Construction was the low bidder at \$47,414.88.

---MOTION--- Commissioner Teitzel moved to award the construction contract to Bill Midland/BMD Construction for the Discovery II Slingshot Sports Mezzanine Construction Small Works Roster Project at the Discovery II Building in North Bonneville, for \$47,414.88, contingent on BMD Construction providing bonding and insurance according to the contract. Commissioner Truitt seconded; the motion carried.

Staff Reports:

- **Auditor's Report:**

November 30, 2009 Cash Balance is \$1,040,307.

Total revenue for November was \$430,166.40 and expenditures were \$235,680.54: net income for the month of \$194,485.86 and netting excess of expenditures over revenue in the amount of \$404,261.02 year-to-date.

Unfinished Business:

1. *Wavebreak Mediation:* Ken reported for John on the mediation meeting held in Vancouver. A possible solution has been identified between all parties involved.
2. *Port District Boundary Response Letter:* A Final Response letter was mailed to all those on the west end of Skamania County who were contacted previously.
3. *Discovery II:* Dave Prosser presented an update on the construction progress.
4. *Cascades Business Park:* There was discussion about choosing a Project Manager for the utilities construction project; Commissioner Teitzel reported the Port has been contacted by a business interested in constructing a building there.

New Business:

- **American Cruise Line Dockings:** The Queen of the West has been purchased; the new owners have requested 11 dockings in the late summer and early fall of 2010.

Executive Session: None.

Adjournment: The Chairperson adjourned the meeting at 4:15 pm. Bill Midland arrived at about 3:25 pm and left at 3:39 pm; Dave Prosser left at 3:39 pm; Ken Woodrich left at 4:00 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is January 12, 2010, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington. There will be a special meeting for a Policies Review Workshop on Wednesday, January 13, 2010, following the staff luncheon.

APPROVED BY:

Commissioner Tony Bolstad, President

Commissioner WD Truitt, Vice-President

Commissioner Judy Teitzel, Secretary

ATTEST:

Julie Mayfield, Administrative Assistant