Port of Skamania County
Minutes of the
Board of Commissioners Meeting
February 23, 2005

Call to Order: President Teitzel called the meeting to order at 1:02 p.m.

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

Public Comment: Commissioner Teitzel opened the meeting to public comment at 1:02 to 1:30 p.m. There were no members of the public in attendance.

Minute Approval: Commissioner Dave Prosser made a motion to approve the Minutes of the February 8, 2005 regular meeting. Commissioner Judy Teitzel stepped down to second the motion. The motion passed.

Vouchers: Commissioner Dave Prosser made a motion to approve General Fund Vouchers Numbered 15752 through 15770 in the amount of $8,650.58 dated February 23, 2005. Commissioner Judy Teitzel stepped down to second the motion. The motion passed.

Commissioner Dave Prosser made a motion to approve Pre-Issued Vouchers Numbered 15742 through 15751 in the amount of $5,958.39 dated February 23, 2005. Commissioner Judy Teitzel stepped down to second the motion. The motion passed.

Commissioner Dave Prosser made a motion to re-approve Pre-Issued Vouchers Numbered 15730 through 15741 in the amount of $7,696.58 dated February 8, 2005, due to voided Warrant #15736 in the amount of $1,803.76. Commissioner Judy Teitzel stepped down to second the motion. The motion passed.

Administrative Approvals: Facilities Specialist Keith Chamberlain received a letter from Mid Columbia Council of Governments inviting him to an upcoming breakfast meeting, and requested permission to attend. Commission agreed to his attending.

Old Business:

- Brown House Update: Facilities Specialist Keith Chamberlain stated tenants are out of the Brown House; and he has received a request from the tenants requesting sorting of the garbage they left outside; and requested Karl to put aside personal items they left in the garbage pile in error. The Commission agreed if tenants return, they may go through the garbage, but the Port will not sort through it for them. If an item is clearly seen, and is physically visible without sorting, then the Port will put it aside for them.

Keith will have estimates for The Commission for the Brown House at the upcoming Workshop on March 1, 2005 regarding costs in work needed to be done for renting out the Brown House as residential versus commercial.

- Wind River Property: Business Development Manager John McSherry mentioned the title report was received today on the purchase of the Wind River Building; and that Scott Mathany is okay with the timeline we presented to him.

  John is looking into the fact that the Wind River Building was built with Federal money, with the purpose of Economic Development; and verifying Scott Mathany's intent once this building is purchased by him, that the Economic Development continues with new jobs for the community.

  Scott Mathany is requesting to start paper work during the period of time he is paying on the contract, to start an easement adjustment process. Port Attorney Ken Woodrich stated the Port needs to agree to any kind of boundary adjustment after the closing, not before; and as long as we can reserve easement or an easement across.

- Commissioners Budget Line Items: Finance Manager Barbara Irving addressed the 2004 Budget Line Items for Commission Compensation being over budget as requested by the Commission at last meeting. Commissioner Teitzel responded with this being due to employee issues for that year. Port Attorney Ken Woodrich stated even though that line item is over, the budget is still okay since the Port did not go over budget in the item group totals.

  Commissioner Teitzel requested a consolidated form of the 2005 budget for next meeting.

New Business:

- Columbia Queen: Facilities Specialist Keith Chamberlain stated the Columbia Queen will begin docking at The Port Dock beginning in the middle of April of this year, on Mondays and Fridays; with Friday being an all day event until 5:00 p.m.

  Captain Jay Wick of the Columbia Queen approached Keith in working with the Port with ideas about having events set-up when the Columbia Queen docks, for the passengers to spend recreation time in Stevenson. One idea was the setting up of booths at the dock, in the park area, including a possible clam bake. The Captain also mentioned he has approximately 60 crew members that will also be in Stevenson besides the passengers, all day on Fridays, to spend time in Stevenson.

Keith mentioned the Port of Vancouver would also like the Columbia Queen to dock at their dock, but Captain Jay Wick would rather not pay for longshoremen.

- <u>CGEDA Sponsorship:</u> Business Development Manager John McSherry requests the Port to sponsor the C.G.E.D.A. [An organization of the Ports in the Gorge, setting up article 501(c)6]. This organization was originally going through the E.D.C., but the E.D.C. decided it should be an entity separate on it's own. The E.D.C. will be charging the C.G.E.D.A. administration fees.

  Commissioner Teitzel questions belonging to both the C.G.E.D.A. and the M.C.E.D.D. John responded that he got the fee of the C.G.E.D.A. reduced from $3,500.00 to $2,500.00 so the Port could join both organizations (the M.C.E.D.D. costing $1,100.00), thereby still staying within budget costs.

  It is agreed by The Commission that if Port Attorney Ken Woodrich reviews all pertinent information, and states it is okay to sponsor, then we are to sign the C.G.E.D.A. Application for Sponsorship, paying the fee of $2,500.00.

  The three sponsors for the C.G.E.D.A. will be: The Port of Skamania County, The Port of the Dalles, and The E.D.C.

Other Business

Commissioner Teitzel mentioned that any items passed out at this meeting should be mailed to absent Commissioner Doug McKenzie.

Port Attorney Ken Woodrich asked if Teddi Midland's request for documents at the February 8, 2005 has been responded to and completed. Finance Manager replied it had and it is ready for pick up.

Executive Session: Commissioner Judy Teitzel called for an Executive Session at 2:05 p.m. for approximately ten minutes under 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.

The Commissioners came out of Executive Session at 2:16 p.m. with no decision being made.

A second Executive Session was called under RCW 42.30.110 (i) at 2:16 p.m. for approximately ten minutes to continue discussion with legal counsel.

The Commissioners came out of Executive Session 2:25 p.m. with a decision being made by Commissioner Teitzel who stepped down to make a motion to establish a resolution to charge going State rate for copies. Dave seconded the motion. The motion passed.

Finance manager Barbara Irving to present the resolution at next meeting for signing.

Adjournment: The meeting adjourned at 2:29pm.

Next Meeting: The next scheduled meeting of the Board of Port Commissioners will be a workshop on March 1, 2005 at 11:00 p.m.

The next regularly scheduled meeting of the Board of Port Commissioners will be Thursday, March 3, at 4:00 p.m.

APPROVED BY:

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Commissioner Doug McKenzie

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Commissioner Judy Teitzel

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Commissioner Dave Prosser

ATTEST:

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Tina Tarani, Accounting Tech