

**Port of Skamania County
Minutes of the Board of Commissioners
January 24, 2017
Regular Meeting, 5:00pm**

Call to Order: Commissioner Collins called the meeting to order at 5:00pm.

In attendance: Commissioners Gail Collins, and Todd Kingston, Attorney Ken Woodrich, Director Pat Albaugh, Financial Manager Fran Breeding, Auditor Monica Masco, Minutes Taker Somer Meade. Guests: Philip Watness (*The Pioneer*), Mary Repar, Sandy Bacus, Mark Mayfield, Julie Mayfield, Davis Turpin, and Bruce Nissen.

Public Comment:

Mary Repar: Good luck and best wishes to the Port in the New Year

Tenant Presentation:

Mark Mayfield from Beacon Rock Golf Course wanted to update the Port on storm damage, elk damage, and irrigation. Capital improvements: Front entrance deck needs an update, the kitchen exhaust system needs replacement- it cannot be professionally cleaned because it is not to current code, and the cart garage doors also need replacement (the wood is rotting and the weather stripping is falling off). The heating system in the restaurant is not effective, making it difficult to provide a comfortable temperature for guests. Mark would like the Port to provide a schedule for maintenance to fix these issues, with full understanding of the flexibility needed. Commissioner Waters asked clarifying questions about the garage doors and the heating system. Facilities Manager Doug Bill weighed in on the age of the structures and challenges. Pat clarified that the deck was scheduled for replacement this winter but the weather has interfered; this year's budget includes costs for some of the cart garage doors. Commissioner Collins asked for clarification on some of the work that has been done in the past. Commissioner Waters shared his concern over the irrigation system, stemming back to 2013. Mark is sympathetic to budget concerns and the Commission encourages the staff to work towards resolving these issues as possible.

Bruce Nissen from LDB Beverage let the Commission know that January has been a rough month for business. The business carries \$60,000 a month in overhead. He is looking into funding resources to help make ends meet. A sheet of ice fell off the roof, severing the glycol line, which is a \$13,000 repair. This contributed to production and revenue losses associated with the winter storm. He is reviewing insurance for the damage, and the Port will look into insurance coverage as well. He also announced that they have a new investor and the hope is that they will be able to open a new tasting room sometime this year.

Commissioner Collins closed the meeting to public comment at 5:10pm.

Approval of the Minutes:

---MOTION--- Commissioner Waters moved to approve the Minutes of the November 22nd, 2016 Meeting as presented. Commissioner Kingston seconded; the motion carried.

---MOTION--- Commissioner Waters moved to approve the Minutes of the December 13th, 2016 Meeting as presented. Commissioner Kingston seconded; the motion carried.

*---MOTION--- Commissioner Waters moved to approve **Resolution 2-2017 Providing for the Issuance of Warrants not to exceed \$700,000 Before Approval by the Commissioners.** Commissioner Kingston seconded the motion; the motion carried.*

*---MOTION--- Commissioner Waters moved to adopt **Resolution 3-2017 Authorizing Fran Breeding, Monica Masco, and Commissioner Waters to order Investment of Funds.** Commissioner Kingston seconded the motion; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve **Resolution 4-2017 Appointment of Agent Pat Albaugh to Receive Claims for Damages (RCW 4.96.020).** Commissioner Kingston seconded the motion; the motion carried.*

Auditor Masco clarified that the Port did make the million-dollar mark in 2016 to pay the Commission a monthly salary. The commissioners can choose to forego the salary.

*---MOTION--- Commissioner Waters moved to approve **Resolution 5-2017 Setting Port Commissioner Compensation at \$254 per month plus Per Diem.** Commissioner Kingston seconded the motion; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve **Resolution 6-2017 Authorizing the Port Executive Director to Sell and Convey Surplus Property with Less Than \$10,000 Value.** Commissioner Kingston seconded the motion; the motion carried.*

○ **Resolution 7-2017 Amending the Cell Phone Policy:**

*---MOTION--- Commissioner Waters moved to **approve Resolution 7-2017 amending the Cell Phone Policy as presented.** Commissioner Kingston seconded; the motion carried.*

- **Resolution 8-2017 Declaration of Emergency:** Director Albaugh clarified that the state and the county have declared a state of emergency. The Cities of North Bonneville & Stevenson have also declared a state of emergency that will be ratified at their next City Council meetings. The idea is that there is a lot of clean-up to do including business damage. If there is \$9,616,092.20 worth of damage statewide from the January 16-19 storm, it would trigger FEMA to provide reimbursement for repairs at a rate of 75 percent. Attorney Woodrich clarified that this resolution gives permission to waive the Small Works bidding process, per 39.40.280 (emergency exception to the State public works competitive bidding requirements as set forth in RCW 39.04.280 due to the exigent and emergent nature of the conditions listed above and the threat to life, health, and safety). Commissioner Collins encouraged proper documentation as this process was helpful in 1996 with that storm.

Executive Session: Commissioner Gail Collins called for Executive Session including the Commission Attorney Ken Woodrich, Commissioners Todd Kingston and Kevin Waters, Finance Manger Fran Breeding, Phillip Watness (*The Pioneer*) and Director Pat Albaugh for 15 minutes from 6:03pm to 6:18pm and then for an additional 5 minutes from 6:18pm to 6:23pm, 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.

Chairperson Collins called the regular meeting back in session at 6:23pm.

---MOTION--- Commissioner Kingston moved to instruct Executive Director Pat Albaugh to continue with Lease Negotiations as directed with Simply Growz. Commissioner Waters seconded and Commissioner Collins voted against continuing the negotiations; the motion carried.

Commissioner Gail Collins called for Executive Session including the Commission Attorney Ken Woodrich, Commissioners Todd Kingston and Kevin Waters, and Director Pat Albaugh for 15 minutes from 6:30pm to 6:45pm, per **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 an adverse legal or financial consequence of the agency.

No decisions were made.

Adjournment: The Chairperson adjourned the meeting at 7:07 pm.

Next Meeting: The next scheduled meeting of the Board of Port Commissioners is February 21st, 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)

Commissioner Todd Kingston, Vice-President (District 3)

ATTEST:

Somers Meade, Minutes Taker