

**Port of Skamania County
Minutes of the Board of Commissioners
July 8, 2014, 3:00 pm**

Call to Order: Commissioner Bolstad called the meeting to order at 3:00 pm.

Attendance: Commissioners Tony Bolstad and Gail Collins; Attorney Ken Woodrich, Finance Manager Randy Payne, Executive Assistant Julie Mayfield, Executive Director John McSherry. Guests: Sandy and Joe Bacus.

Public Comment: None. 3:00 pm – 3:40 pm

Meetings and Seminars: John and Randy attended the Community Action Team Quarterly Meeting (CAT) at the EDC (Economic Development Council).

Minutes Approval: The June 24, 2014 minutes will be approved at the next meeting since the Commission received them at the beginning of this meeting with no time for review.

Vouchers Approval:

*---MOTION--- Commissioner Collins moved to approve the **General Fund Vouchers numbered 15783 through 15807 in the amount of \$40,666.52 dated July 8, 2014.** Commissioner Bolstad stepped down and seconded; the motion carried.*

*---MOTION--- Commissioner Collins moved to approve the **Pre-issued General Fund Vouchers numbered 15773 through 15782 in the amount of \$14,108.29 dated July 2, 2014.** Commissioner Bolstad stepped down and seconded; the motion carried.*

Administrative Approvals:

There was discussion about the property owned by Skamania County at Wind River Business Park (WRBP) that abuts the property of Lane Stettler. Lane is requesting to lease or purchase the property, in order to maintain it. However, selling the property will void the special use permit between Skamania County and the US Forest Service (FS) for use of the water and wastewater system. A month-to-month lease, similar to Leroy Goodrich's grazing lease, was discussed as an option. John showed the location on a map; there is a salmon-bearing creek bounding one edge of the property.

Randy reported the Chamber Board does not meet in July. The next meeting is in August. Randy reported the Chamber will hold a vote on whether Paul Pearce should resign from the Chamber Board, as the City Council of Stevenson has requested. Randy requested direction from the Commission on how the Port would like him to vote. Commissioner Collins suggested the Port stay out of it. John reminded that John had been appointed to the Chamber Board for the Port in place of Commissioner Waters, who resigned from the Chamber Board over this same issue. The Commission decided to discuss it again at the next meeting when Commissioner Waters is present.

Staff Reports:

Facilities Report: Randy reported on the **fire sprinkler damage** that occurred in tenant Slingshot Sports' suite at the **Teitzel Building**. ServPro responded on an emergency basis to address cleanup of water damage. The Port hired Swell City Carpet to replace the damaged carpet and is repainting with in-house staff. The Port's insurance company Enduris is reimbursing all costs including the Port's labor. We have contracted with another fire sprinkler alarm monitoring company. Commissioner Bolstad advised any dry-weather roof and gutter repairs on the Port's buildings be made during the dry weather before the fall rains begin.

Attorney's Report: Ken reported he has been asked to simultaneously represent both Karl Wilkie and the Port with respect to recovering proceeds from the Port's insurer, Enduris, for **Underinsured Motorist coverage (UIM)**, with respect to Karl's injuries sustained in a motor vehicle accident on February 13, 2014. Ken requested the Port and Karl sign an agreement acknowledging Ken's dual representation. John stated there is no need for representation in this matter at this time. John noted the Port doesn't have any direct liability, but that a special assessment could be made on the Port (at 5 to 10% increased premium over the next 5 years) if money was paid out.

Ken noted Washington state insurance laws mandate coverage for UIM unless the insurer has obtained the insured's written waiver declining UIM coverage. Enduris stated it is not required to obtain that waiver since it is governed by the Washington laws on risk pools, rather than insurance laws.

Ken asked if we should advance this issue to a policy decision, whether the Port should purchase UIM coverage for its employees. He noted a private business would have UIM coverage, or else have waived the opportunity to have it. Commissioner Collins suggested we get an opinion from another attorney. The discussion concluded the Port will discuss it again when Commissioner Waters is present and after hearing Enduris's explanation.

Unfinished Business/Director's Report: Presented by Randy Payne

1. *Tenants update:* John visited **Last US Bag** at WRBP last week; they would like to adjust their lease, which is over in September 2017, to include less square footage. John will give a tour of the **River Point building** to a potential tenant next week and another potential tenant in the end of July. Randy noted the Kellogg Group (**Clark & Lewie's** in the Old Saloon) will be sending a letter discussing issues with the building. Commissioner Collins requested that John talk to Silver Star Cabinets about their immediate and future space needs.
2. *River Point Re-Roofing:* John reported receiving a review letter from the US EDA (Economic Development Administration) about our grant application. John noted that the average applications are between 1.5 and 3.5 million dollars—the Port is requesting just under 1 million.
3. *ALEA Grant Application for Stevenson Shoreline Restoration Project:* We are continuing to prepare for the August 7 presentation of our grant application in Olympia. The technical application is due online through *Prism* July 11.

New Business:

Commissioner Collins suggested the Port hold **commission meetings** only once a month. Ken noted it would require a change of our by-laws. Randy noted there are a few other ports that meet only once a month. John pointed out that it would restrict our ability to respond in a timely matter to lease requests and to pay bills, but that we could hold special meetings when necessary. Ken said its best to stick to a regular schedule so that the public is well informed about the meetings schedule. It was decided to discuss it later when Commissioner Waters is present.

John reported that ODOT (Oregon Dept. of Transportation) has new regulations for short haul trucks crossing the Bridge of the Gods. Short haul trucks will be limited to 50,000 pounds or less.

Executive Session: Commissioner Bolstad called for an Executive Session from 4:10 pm to 4:30 pm for 20 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.


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

John requested Commission support before putting his reputation on the line with potential tenants. Commissioner Bolstad said they had decided to put off this discussion until Commissioner Waters is present.

Adjournment: The Chairperson adjourned the meeting at 4:40 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is July 22, 2014 at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington. Commissioner Bolstad will call in to the July 22 meeting.

APPROVED BY:



Commissioner Tony Bolstad, President (District 1)

Commissioner Kevin Waters, Vice-President (District 3)



Commissioner Gail Collins, Secretary (District 2)

ATTEST:



Julie Mayfield, Executive Assistant