

**Port of Skamania County  
Minutes of the Board of Commissioners  
March 11, 2014, 3:00 pm**

**Call to Order:** Commissioner Bolstad called the meeting to order at 3:01 pm.

**Attendance:** Commissioners Gail Collins, Kevin Waters, and via telephone Tony Bolstad; Executive Director John McSherry, Attorney Ken Woodrich, Facilities Manager Doug Bill, Finance Manager Randy Payne. Guests: Leroy Anderson, Paul Spencer, Scott Pimley, Jeri Fisch, Scott Clifford.

**Public Comment:** 3:01 – 4:09

Leroy Anderson of Timberlake Campground commented on his support of Airboat Tours Northwest.

Paul Spencer commented that he received a copy of the first draft of the Biomass Feasibility Study for the Wind River Business Park. John stated he had not had an opportunity to review the draft.

Scott Clifford, Airboat Tours Northwest, outlined his proposal for Airboat Tours Northwest to conduct business at the Port's boat launch at the east end of Cascade Avenue, Stevenson. John noted he discussed the proposal with Ben Shumaker (City of Stevenson Planner). John explained that issues relating to Shoreline and Critical Areas permits and Zoning needed to be addressed before a tour boat operation would be allowed by the city. These issues include but are not limited to:

- Obtaining a Shoreline Permit
- Obtaining a Critical Areas Permit
- Addressing zoning requirements including: setbacks from the lot lines (there is a lot line in the proposed location); specifying and obtaining approval for parking; identifying and obtaining approval for the sale of goods at the kiosk (if necessary); complying with noise ordinances; compliance with sign ordinances.

John noted concerns regarding parking and scheduled construction on Cascade Avenue. Commissioner Bolstad asked what type of impacts the vessel will have regarding noise and propwash and how this would affect other user at the site. Scott said noise is minimal at low speeds and while there is propwash it shouldn't be an issue.

*---MOTION---* **Commissioner Waters moved to authorize John McSherry to negotiate an agreement with Scott Clifford, Airboat Tours Northwest.**  
*Commissioner Collins seconded; the motion carried.*

Scott Pimley and Jeri Fisch of tenant Insitu discussed the proposed lease amendment for a short-term lease for the River Point building.

**Meetings and Seminars:** none

**Minutes Approval:**

*---MOTION---* **Commissioner Waters moved to approve the February 25, 2014 Regular Meeting Minutes.** *Commissioner Collins seconded; the motion carried.*

**Vouchers Approval:**

*---MOTION--- Commissioner Waters moved to approve the **Pre-issued General Fund Voucher numbered 15538 through 15538 in the amount of \$4,767.38 dated March 3, 2014.** Commissioner Collins seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 15539 through 15568 in the amount of \$31,950.23 dated March 11, 2014.** Commissioner Collins seconded; the motion carried.*

**Administrative Approvals:**

*---MOTION--- Commissioner Waters moved to approve **Resolution 7-2014 authorizing submitting application for grant funding assistance for Aquatic Lands Enhancement Account (ALEA) project to the Recreation and Conservation Office (RCO) as provided in Revised Code of Washington (RCW) 79.105.150, Washington Administrative Code (WAC) 286, and subsequent legislative action.** Commissioner Collins seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to authorize **Purchase of a Ford F250 Extended Cab 4x4 Service Utility Truck, for a down payment of \$17,917 and a finance amount not to exceed \$22,000, and term not to exceed 48 months.** Commissioner Collins seconded; the motion carried.*

*---MOTION--- Commissioner Waters moved to ratify the lease with **Cascade Acupuncture for Tichenor Building Suite 40, Spaces A, B and C with the terms attached recognizing a \$1,050 security deposit (~2 months rent at market rate), which is less than RCW 53.08.05 recommended 1-year lease rate.** Commissioner Collins seconded; the motion carried.*

**Staff Reports:**

**Facilities Report:** Doug mentioned he will be spreading gravel on the cart paths at Beacon Rock Golf Course.

**Attorney's Report:** Ken provided an update on employee Karl Wilkie, since he was involved in a motor vehicle accident on February 13, 2014. Ken advised commissioners and staff to direct questions from the public to Ken in conformance with HIPAA laws (Health Insurance Portability and Accountability Act of 1996).

**Unfinished Business/Director's Report:** Presented by John McSherry

1. *Tenants update:* Silver Star Industries experienced roof leaks at the Evergreen Building. The extent of the damages, if any, was not known at this time. John, Randy, and Brent Bischoff (General Manager, Skamania County PUD #1), toured the Processing Center, which is currently occupied by tenant Last US Bag Company. The tour was designed to provide insight to Brent on the energy inefficiency issues at the facility. Brent provided an energy audit contact and Randy will schedule an energy audit.

2. *Wind River Business Park (WRBP): The Biomass Facility Feasibility Study* draft was received via email; John has not had an opportunity to review or make comments. No update was given on the water projects.

**New Business:** none

**Executive Session:** Commissioner Bolstad called for an Executive Session from 5:11 pm to 5:21 pm for 10 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.

The Commission directed John to continue lease negotiations.

**Adjournment:** The Chairperson adjourned the meeting at 5:25 pm.

**Next Meeting:** The next regularly scheduled meeting of the Board of Port Commissioners is March 25, 2014 at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

**APPROVED BY:**

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**Commissioner Tony Bolstad**, President (District 1)



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**Commissioner Kevin Waters**, Vice-President (District 3)

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**Commissioner Gail Collins**, Secretary (District 2)

**ATTEST:**



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**Randy Payne**, Finance Manager