

**Port of Skamania County
Minutes of the Board of Commissioners
Regular Meeting
March 26, 2013, 3:00 pm**

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

Attendance: Commissioners WD Truitt, Kevin Waters, and via telephone Tony Bolstad; Attorney Ken Woodrich, Executive Director John McSherry, Finance Manager Randy Payne, Auditor Monica Masco, Facilities Manager Doug Bill, Executive Assistant Julie Mayfield. Guests: Paul Spencer (3:54 pm to 4:29 pm); Richard and Sherri Wilson (4:19 m to 5:23 pm).

Public Comment: None.

Meetings and Seminars:

Commissioner Truitt, John, Julie, and Monica attended the Chamber Business After Hours at Beacon Rock Golf Course (BRGC) co-sponsored by the Port.

Commissioner Truitt attended the Gifford Pinchot Collaborative meeting.

Minutes Approval:

*---MOTION--- Commissioner Waters moved to approve the **March 12, 2013 Meeting Minutes**. Commissioner Bolstad seconded; the motion carried.*

Vouchers Approval:

*---MOTION--- Commissioner Waters moved to approve the **General Fund Vouchers numbered 14809 through 14834 in the amount of \$23,419.79 dated March 26, 2013**. Commissioner Bolstad seconded; the motion carried.*

Administrative Approvals:

John discussed the Stevenson Shoreline Enhancement project.

*---MOTION--- Commissioner Waters moved to **authorize John McSherry to sign the contract with Bair LLC for \$3,440 not-to-exceed \$5,000**. Commissioner Bolstad seconded; the motion carried.*

There was discussion about the potential of a biomass facility at Wind River Business Park and applying for a grant from CERB to conduct a feasibility study.

Paul Spencer discussed the pros and cons of a biomass facility (combined waste heat/power) at WRBP's Trout Creek Field, especially in light of WA State Initiative 937, which requires large utilities to obtain 15% of their electricity from new renewable

resources such as solar and wind (but excluding hydro) by 2020 with incremental steps of 3% by 2012 and 9% by 2016. He explained that a feasibility study will attract public and private investment to the project. He also discussed related by-product businesses of a biomass electrical generation facility and overall benefit to the county by creating forest dependent jobs and improving the health of our forests. This plus the combination of the reducing price of incoming materials and recent upturn (9 million to 30 million) of board-feet processed resulting in by-products are contributing to woody biomass use making sense in the Northwest. The deadline for this grant application is April 1, 2013.

---MOTION--- Commissioner Bolstad moved to approve Resolution 9-2013 authorizing a CERB (Community Economic Revitalization Board) Feasibility Study Grant Funding Application for a Biomass Facility at Wind River Business Park (WRBP). Commissioner Waters seconded; the motion carried.

Staff Reports:

Auditor's Report: presented by Monica Masco.

February 28, 2013 Cash Balance was \$1,362,843.63.

Total revenue for February was \$80,741.32 and expenditures were \$63,322.23: netting income over expenses for the month in the amount of \$17,419.09

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

1. *Tenants update:*

The Commission approved moving forward with the **Art of Action** lease for a portion of the Discovery Building in North Bonneville. A dividing wall has to be built.

John did a walk-through with Insitu for Tichenor Suites 45 and 70. They have many surplus cubicles available. John has a proposal out to them for Suites 65, 85, and 105, totaling about 12,000 square feet.

2. *Wavebreak:* no update.

3. *126 SW Cascade Ave (Little Brown House):* No update.

4. *Old Saloon:* Richard and Sherri Wilson discussed their Letter of Intent to lease the restaurant. The Wilsons expressed interest in purchasing or leasing some of the equipment at "auction rate," but noted they would not need much of it. John noted that it is owned by Skamania County EDC (Economic Development Council) and all negotiating for equipment would be done by the EDC. John recommended vetting parties who have shown interest in the property in the order that they have contacted the Port and completed negotiating with the EDC for the equipment.

5. *Wind River Business Park (WRBP):* See also Administrative Approvals. John, County Facilities Manager Scott Pineo, and County Commissioner Bob Anderson met with the Forest Service on March 22 to discuss infrastructure at WRBP. There will be a joint meeting between the Skamania County Commissioners and the Port

Commissioners on April 2, 2013 at 1:30 pm to review and approve the extension of the Purchase and Sales Agreement.

6. *Comprehensive Scheme of Harbor Improvements*: The updated Scheme will be sent out in commissioner packets for the hearing at our next meeting on April 9, 2013.

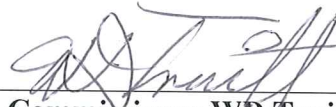
New Business: Commission Truitt requested an American flag be displayed in the conference room and that each Commission meeting begin with the Pledge of Allegiance.

Executive Session: None.

Adjournment: The Chairperson adjourned the meeting at 5:35 pm.

Next Meeting: The next regularly scheduled meeting of the Board of Port Commissioners is April 9, 2013, 3:00 pm, at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:



Commissioner WD Truitt, President (District 2)

Commissioner Tony Bolstad, Vice-President (District 1)

Commissioner Kevin Waters, Secretary (District 3)

ATTEST:



Julie Mayfield, Executive Assistant