

Port of Skamania County

Minutes of Board of Commissioners December 17th, 2024 Regular Meeting

In Attendance: Commissioner Taylor, Commissioner Broughton, Commissioner Kingston, Director – Pat Albaugh, Finance Manager – Cindy Bradley, Facilities Manager – Doug Bill, Auditor – Monica Masco, Port Attorney- Seth Woolson (via Zoom)

Guests: Ben Shumaker, Carolyn Sourek

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

Public Comment

Local City of Stevenson representatives, Ben Shumaker, and Carolyn Sourek were present to update the commission on current projects. The Cascade Ave and boat Kanaka pump stations were declared substantially completed on 12/17. Both pump stations are operational with punch list items completed by end of January. Carolyn updated the Commission on the Cascade Ave Utility Improvement Plan. The City representatives agreed that a fall timeline for the project would be more beneficial to the city as to not interrupt spring and summer activities at the waterfront. A challenge identified is the loss of water to Port tenants at times during this project. As the project moves forward and the impact on the tenants is clearer, there will be a meeting held with the impacted tenants. Carolyn agreed to continue to keep the commission updated.

Public Comment ended at 5:08pm

Changes to the Agenda: None

Consent Agenda: The following items were presented for Commissioners' approval. *(Consent agenda are intended to be passed by a single motion to approve all listed actions.)*

1. Approval of the Minutes
 - November 19, 2024 Minutes

2. Approval of Pre-Issued General Fund Vouchers 22391-22409(Checking)
 - Electronic Fund Transfers (EFT) 12/05/2024-01 thru 12/05/2024-05 **\$ 63,362.20**

 - Approval of General Fund Vouchers
 - 22410-22424 (Checking) **\$27,446.83**
 - Electronic Fund Transfers (EFT) 12/20/2024-01 thru 12/20/2024-04

--MOTION—Commissioner Taylor made a motion; Commissioner Broughton seconded the motion to approve consent agenda items 1 through 2 as presented. The motion passed unanimously.

Commissioner & Staff Reports

Attorney's Report: Nothing to report.

Finance Manager's Report: Cindy presented the financials. All tenants are current. There were no questions.

Facilities Update: Facilities manager provided an update on ongoing building maintenance. The streetlights in North Bonneville need new caps installed that will set them onto a timer. Knox Box is installed, keys are made, waiting for final approval. There is a phone line complication with the Riverpoint alarm system. Century Link will be here Thursday to fix.

Commission Update: Commissioner Broughton updated the Commission on the Stakeholder group and what an asset it will be for all of Skamania County. This committee will work to identify projects and barriers to future economic development. Commissioner Broughton also will serve as the 2025 EDC Board Chair.

Manager's Report: Executive Director, Pat Albaugh, spoke to the Commission about the dedication of Coyote Ridge Street to the City of North Bonneville next year. Director Albaugh passed along to the Commission of Silverstars compliments about working with Port and looking forward to many more years of partnership.

Discussion / Action Approve the renumbering of Resolution previously 9-2024, named Surplus Property approved in August 2024, to Surplus Property 8.5-2024.

--MOTION—Commissioner Taylor made the motion to approve the renumbering of Resolution previously 9-2024, named Surplus Property approved in August 2024, to Surplus Property 8.5-2024. Commissioner Broughton seconded the motion. Motion passed unanimously.

- Discussion / Action **Approve Shared Services Contract with EDC 2025**

--MOTION-- Commissioner Taylor made a motion to approve Shared Services Contract with the EDC for the year 2025 as presented by director Albaugh. Commissioner Broughton seconded the motion. Motion passed unanimously.

- Discussion / Action – **Ratify Ecology Agreement**

--MOTION—Commissioner Taylor made a motion to ratify the Ecology Agreement as presented by director Albaugh. Commissioner Broughton seconded the motion. The motion passed unanimously.

- **Discussion / Action- Approve the Brian Bair LLC Contract**

--MOTION—Commissioner Taylor made a motion to approve the Brian Bair LLC Contract as presented by director Albaugh. Commissioner Broughton seconded the motion. The motion passed unanimously.

- **Discussion / Action- Ratify MFA Contract**

--MOTION- Commissioner Taylor made a motion to ratify the MFA Contract as presented by director Albaugh. Commissioner Broughton seconded the motion. The motion passed unanimously.

- **Discussion / Action- Ratify AMC Venture Lease Termination**

--MOTION-- Commissioner Taylor made a motion to ratify the AMC Venture Lease Termination as presented by director Albaugh. Commissioner Broughton seconded the motion. The motion passed unanimously.

- **Discussion / Action- Ratify BRGC, LLC Lease**

--MOTION-- Commissioner Taylor made a motion to ratify BRGC LLC Lease as present by director Albaugh. The commission acknowledges the security deposit is less than the 1- year statutory deposit. Commissioner Broughton seconded the motion. The motion passed unanimously.

- **Discussion / Action- Approve Executive Director Albaugh to procure a manlift not to exceed \$30,000 plus sales tax.**

A discussion ensued on the procurement of a manlift.

--MOTION—Commissioner Taylor made the motion to approve Executive Director Albaugh to procure a manlift not to exceed \$30,000 plus sales tax. Commissioner Broughton seconded the motion. Motion passed unanimously.

- **Executive Session per RCW 42.30.110(1)(i)**

Executive Director, Pat Albaugh, Port Attorney, Seth Woolson and the Board of Commissioners called for an Executive Session at 5:35pm to 5:40pm for 5 minutes. At 5:40, Commissioner Kingston declared the Executive Session ended. No action taken.

- **Potential Discussion / Action – Potential Litigation**

Commission unanimously gave their support for port attorney Seth Woolson to move forward with adding the Port of Skamania to an active lawsuit regarding new storm water regulations.

Adjournment: Commissioner Kingston adjourned the meeting at 5:45pm

APPROVED BY:

Commissioner Ray Broughton, Secretary (District 1)

Commissioner Jennifer Taylor, Vice-President (District 2)

Commissioner Todd Kingston, President (District 3)

ATTEST: _____

Annette Sabourin, Minute Taker