

# Port of Skamania County

## Minutes of Board of Commissioners

April 16, 2024

### Regular Meeting

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

**Guests:** Pioneer News

**Absentee:** Commissioner Kingston

**Call to Order:** Commissioner Broughton called the meeting to order at 1700.

**Public Comment:** No public comment(s).

**Changes to the Agenda:** No changes.

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

1. Approval of the Minutes
  - March 19, 2024 Minutes
  
2. Approval of Pre-Issued General Fund Vouchers   **\$ 16,840.15**  
22094-22095 (Checking)  
Electronic Fund Transfers (EFT) 04/05/2024-01 thru 04/05/2024-05
  
- Approval of Pre-Issued General Fund Vouchers   **\$ 36,425.85**  
22096-22120 (Checking)
  
- Approval of General Fund Vouchers               **\$ 55,993.06**  
22121-22127 (Checking)  
Electronic Fund Transfers 04/19/2024-01 thru 04/19/2024-04

--MOTION—Commissioner Taylor made a motion; Commissioner Broughton stepped down to second the motion to approve consent agenda items 1 through 2 as presented.

### Commissioner & Staff Reports

**Attorney’s Report:** None

**Finance Manager's Report:** Our financial performance has been positive year to date. Two excavator muck buckets were purchased, with one on return. ACL is running slightly behind with their payments, but all tenants are current and making payments as agreed.

**Facilities Update:** Status quo - first docking occurred the other day (SEABIRD). The City has started work down at the Kanaka Creek pump station. Ajax NW is their contractor. Roof replacement for Beacon Rock Golf Course is mid-project. L&I annual consultation went well with minor updates.

**Commission Update (Commissioner Broughton):** Another sewer meeting this week (Commissioner Taylor). Skamania – Economic Development Council has had a lot of small businesses kicking tires on micro loans.

**Manager's Report:** People are coming back, and there are a lot of projects on-going. Washington Public Ports Association (WPPA) conference is taking place next month and they need a Commissioner to give the opening welcome. We are hosting an Open House event here at the Port office for conference attendees. According to WPPA, there is a lot of interest in our open house which will be from 1600-1730.

We lost our Washington EDA representative and are now sharing one person between Oregon and Washington. The current person will be coming out in June for 3 hrs. to visit. Working with city for a surplus truck, maybe two.

### **New Business & Administrative Approvals**

1. Discussion / Action - 2023 Annual Financial Report – Finance Manager gave a brief overview of what is included in the report. This will get loaded into the SAO's FIT website.

--MOTION—Commissioner Taylor made a motion; Commissioner Broughton stepped down to second the motion to approve the 2023 Annual Financial Report as presented. All voted in favor and the motion was carried unanimously.

2. Discussion / Action - Budget Amendment / Reallocation for promotional hosting.

--MOTION—Commissioner Taylor made a motion; Commissioner Broughton stepped down to second the motion to amend the budget reallocating \$3000 from 'Marketing Advertising' to 'Promotional Hosting'.

3. Discussion / Action - Commerce EV Contract - POS is the grantee to put two charging stations at the Stevenson Library. Library was not eligible for the grant so we did it on their behalf in conjunction with the City of Bingen and Goldendale as one regionwide project.


--MOTION—Commissioner Taylor made a motion; Commissioner Broughton stepped down to second the motion to approve the contract with the Department of Commerce in the amount of \$266,000 as presented.

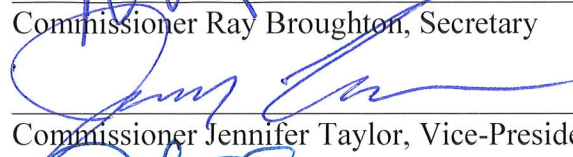
4. Discussion / Action - Bridge of the Gods Kitefest Waiver

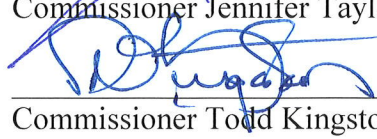
--MOTION—Commissioner Taylor made a motion; Commissioner Broughton stepped down to second the motion to waive the Facility Use Permit fee for the Bridge of the Gods Kitefest.

Adjournment: Commissioner Taylor adjourned the meeting at 1718.

**APPROVED BY:**

  
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Commissioner Ray Broughton, Secretary (District 1)

  
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Commissioner Jennifer Taylor, Vice-President (District 2)

  
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Commissioner Todd Kingston, President (District 3)

ATTEST:   
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Stephanie Goetz, Minute Taker