

Port of Skamania County
Minutes of the Board of Commissioners
March 20, 2018
Regular Meeting, 6:00pm

Call to Order: Commissioner Collins called the meeting to order at 6:00pm.

In attendance: Commissioners Gail Collins, Kevin Waters, and Todd Kingston, Attorney Ken Woodrich, Director Pat Albaugh, Finance Manager Cindy Bradley, Auditor Monica Masco, Minutes Taker Somer Meade. Guests: Jim Hunt (via video), Paul Spencer (WRBU), Richard Mahar (Skamania County Commissioner).

Public Comment: Video provided by Jim Hunt was played for the Commission regarding Mr. Hunt's request for the Port to implement a seasonal parking policy to make way for more recreational visitors. The Commission asked for Director Albaugh to weigh in. Director Albaugh provided a brief history and recommended the Commission think it over. Commissioner Kingston acknowledged the concern and would like to see further discussion in the future. Attorney Woodrich recommended that the Port work with the City of Stevenson before making any kind of decisions. Commissioner Collins asked Director Albaugh to reach out to the City and come back with more info.

Commissioner Collins closed the meeting to public comment at 6:09pm.

Consent Agenda: Items will be considered and approved on a single motion. Any Commissioner may, by request, remove an item from the agenda prior to approval.

---MOTION--- Commissioner Waters made the motion, Commissioner Kingston seconded, and the motion carried unanimously to approve the consent agenda items 1-3 as presented:

Approval of the Minutes

1. *February 20, 2018 Regular Meeting*

Voucher Approvals

2. *Approval of Pre-issued General Fund Vouchers*
 - o 18556-18556 for \$8,000.00 (2/21/18)*
 - o 18557-18593 for \$180,131.24 (3/7/18)*
3. *Approval of General Fund Vouchers*
 - o 18594-18616 for \$75,468.41 (3/21/18)*

Commissioner & Staff Reports:

- **Commission Update:** Director Albaugh asked the Commission to speak to their participation in the willow project. This led to questions about the status of the willows and what further work would be needed. Commissioner Kingston updated the group on the recent Chamber Board meeting, in particular the possible Stevenson-Carson School

District partnership with Insitu and some of the considerations that were generated at that meeting. The Commissioners and staff discussed the benefits they saw from the move of Insitu into the Carson community.

- **Manager's Report:** Director Albaugh reported out on the very successful volunteer willow trimming and planting events, with thanks to all who participated. Bid openings for the Wind River Business Park (WRBP) water system is scheduled for this Friday. The current tenants at the Wind River Educational Center are looking for new spaces and Director Albaugh has been working with them to see if any Port properties are a good match. The Skamania County/ U.S. Forest Service Lease may be up for approval soon for 8 buildings at WRBP. Sand Mountain Society has a copy of a draft lease and would take over 5 of those buildings. This morning, Port staff met with the Grant Manager for RCO-ALEA. The good news is that they want to work with us, but a cultural review will need to be completed both at the new park at 21 Cascade and west towards Bob's beach & the Port office. The County has agreed to let Randy Moline to help manage the RTC TAP grant work. He is already on the case, but bureaucratic hurdles may result in some of the work not being done until next year. Director Albaugh commended Facilities Manager Doug Bill for his work on the patch of land next to the Old Saloon. Albaugh anticipates that the portion of construction area near Leavens point may need to remain closed through the summer season. He also met with Dave Porter of the Economic Development Association today to discuss monies available for disaster relief, related directly to Ice Storm damage from 2017. Director Albaugh gave some examples of projects in the County that may qualify for the funding like undergrounding powerlines. Commissioner Collins asked Director Albaugh to give a summary of the property showings he has done recently.
- **Facilities Update:** Facilities Manager Doug Bill shared that most of his work recently has been on shoreline related projects as well as tenant improvement work at the Tichenor building. He will be meeting with the tenant at Beacon Rock Golf Course with Director Albaugh regarding final insurance reimbursements from the Ice Storm and to discuss the shed.
- **Auditor's Report:** February 28, 2018 Cash Balance was \$880,108.97. Total revenue for February was \$44,844.67 and expenditures were \$154,838.27, netting expenses over revenues in the amount of \$109,993.60. Director Albaugh mentioned that additional funding from the Legislature and the Stevenson Downtown Association may be coming in over the next month for the Shoreline project.
- **Attorney's Report:** Nothing to report.

New Business/Administrative Approvals:

- **Insitu/SCSD Lease Support Letter:** Commissioner Waters expressed his support for the partnership and Commissioner Kingston and Commissioner Collins agreed.

Consensus for support with no dissent was achieved on the Letter of Support addressed to the Stevenson Carson School District Board Members.

- **Opportunity Zones Support Letter:** Director Albaugh explained the goal of the Opportunity Zones program offered by the Department of Commerce. The Skamania County Economic Development Council has taken the lead on this initiative. The Commission asked a few clarifying questions and Director Albaugh explained that the details have not been completely worked out. The Commission was in support of the idea and directed Director Albaugh to proceed with a letter of support.
- **Wind River Biomass Utility (WRBU) Lease Extension:** Director Albaugh explained that WRBU is looking for another amendment extending the current lease rate for the next 12 months while the County looks at selling the 25 acres they are currently leasing. Paul Spencer spoke to the Commission about the goal to purchase the land, which he is hoping will be approved. If the effort is unsuccessful and they do not end up being able to purchase the land, they will use the remaining time on the lease to shut down the business and vacate the property in an organized fashion. Richard Mahar was asked to comment, but did not feel comfortable speaking to the situation, and explained he came to listen and understood how complex the situation was. Attorney Woodrich explained some of the complexities behind the agreements that are needed between the Port and the County before the land could be sold to the tenant. Commissioner Kingston felt that the involvement of the County attorney is a positive move, and Mr. Mahar confirmed that they are investigating every possible angle on this. Attorney Woodrich clarified that the costs for him to work through this is being paid for by the County and he will try to connect with the County Attorney soon. The lease amendment being considered is simple, while the purchase of the land is much more complicated. Mr. Spencer mentioned that they have an informal request to the County to rezone the land at Trout Creek Field.

---MOTION--- Commissioner Waters moved to approve the lease amendment 4 extending the reduced lease rate of \$200 per month plus the lease hold tax rate based upon the \$535 lease rate as presented. Commissioner Kingston seconded; the motion carried.

- **People for People Lease:** Director Albaugh discussed the five year lease for the People for People group in Tichenor, with an option to re-up for an additional five years.

---MOTION--- Commissioner Waters moved to approve the Lease Agreement between the Port and People for People, a Washington not-for-profit Corporation, for office space at 40 SW Cascade Avenue in Suite 60 of the Tichenor Building as presented with a lease rate of \$600 a month beginning in May 2018 plus Washington State Leasehold tax and a security deposit of \$1,800.00, which the Board acknowledges is less than the 1-year statutory deposit. Commissioner Kingston seconded; the motion carried.

- **Seasonal Temporary Position Job Description:** Director Albaugh explained the need for a temporary hire to support the facilities team with tour boat dockings and other facilities tasks. The Commission discussed with staff the status of some of the projects the facilities team is involved with.

--- MOTION---Commissioner Waters moved to approve the seasonal facilities assistant job description as presented with a Salary of \$15.00. Commissioner Kingston seconded; the motion carried.

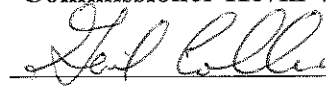
Adjournment: The Chairperson adjourned the meeting at 6:59pm.

Next Meeting: The next scheduled meeting of the Board of Port Commissioners is April 17, 2018 at 6:00pm at the Port office conference room: 212 SW Cascade Avenue, Stevenson, Washington.

APPROVED BY:



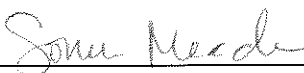
Commissioner Kevin Waters, Secretary (District 1)



Commissioner Gail Collins, President (District 2)



Commissioner Todd Kingston, Vice-President (District 3)

ATTEST: 

Somer Meade, Minutes Taker