

Port of Skamania County
Minutes of the Board Commissioners
January 18, 2022
Regular Meeting
Zoom Meeting

Call to Order: Commissioner Kingston called the meeting to order at 5:00 p.m.

In attendance: Commissioner Todd Kingston, Commissioner Ray Broughton, , Executive Director Pat Albaugh, Port Attorney Ken Woodrich, Finance Manager Cindy Bradley, Wanda Scharfe Minute Taker

Absent: Port Auditor, Monica Masco

Guests: Mark Mayfield and Philip Watness

Public Comment: Mark Mayfield of Beacon Rock Golf Course expressed concerns regarding the information submitted for consideration.

The Commission recognized Ray Broughton's recent oath of office for his new term.

Redistricting Hearing

Hearing called to order at 5:05 p.m.

Public Comment: Director Albaugh indicated that no public comment had been received before the meeting. He also noted there have been no changes to the redistricting proposal. The meeting notice requirements have been met.

Commissioner Kingston called for public comment during the meeting and none was received.

Hearing closed at 5:06 pm

Annual Election of officers and Committee Appointments:

Commissioner Kingston introduced the annual election and appointments.

--MOTION—Commissioner Broughton made the motion; Commissioner Taylor seconded the motion for officers to serve as Todd Kingston as President, Ray Broughton as Vice President and Jennifer Taylor as Secretary. All voted in favor and the motion carried unanimously.

--MOTION—Commissioner Broughton made the motion; Commissioner Taylor seconded the motion to designate Commissioner Ray Broughton to serve on the Skamania EDC board and Commissioner Jennifer Taylor to serve on the WPPA board of Trustees. All voted in favor and the motion carried unanimously.

Consent Agenda: The following items were presented for Commissioners' approval. (Consent agenda items are intended to be passed by a single motion to approval all listed actions. If discussion of an individual item is requested by a commissioner, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.

1. Approval of the Minutes

December 14, 2021 Minutes

November 22, 2021 Minutes

2. Approval of Pre-Issued General Fund Vouchers \$34,322.73 (12/20/2021)
21113-21120 New Account (Checking)
Four (4) Electronic Fund (EFT)
3. Approval of Pre-Issued General Fund Vouchers \$9,257.24 (12/30/2021)
21121-21127 New Account (Checking)
4. Approval of General Fund Vouchers – \$161,501.99 (1/20/2022)
1132-21159 New Account (Checking)
Nine (9) Electronic Fund (EFT)
5. Beacon Rock Golf Course - Rate & Fee Changes
6. Surplus Port Asset - Case 580 Super L Loader/Backhoe S/N JJG0195393
7. 2022 Arrowhead Accounting Contract for Auditing Services

-MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve the consent agenda items 1 through 4 as presented and to remove items 5, 6 and 7 from the consent agenda for discussion. All voted in favor and the motion carried unanimously.

Beacon Rock Golf Course: Director Albaugh presented the proposed rate and changes for the Beacon Rock Golf Course.

-MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded to approve the rate and fee changes for the BRGC. All voted in favor and the motion carried unanimously.

Surplus Case 580 Super L Loader/Backhoe: Attorney Woodrich advised the surplus process would require a resolution. Surplus tabled until the February meeting.

2022 Arrowhead Accounting Contract for Auditing Services: Director Albaugh presented the contract from Arrowhead Accounting.

-MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to approve the 2022 Arrowhead Accounting Contract as presented. All voted in favor and the motion carried unanimously.

Commissioner Updates: Commissioner Broughton reviewed the Skamania EDC recent strategic planning session and an update on the remaining two-million-dollar balance allocated in 1986 as part of the Scenic Act should be received soon. The funding will be controlled through MCEDD for the next three years and Klickitat County will be able to participate even though they have not signed the Scenic Area Act.

Director's Report: Director Albaugh noted the Port Attorney and himself would be dealing with the removal of the trailer at the Beacon Rock Golf Course. Director Albaugh will be making a presentation to CERB on Thursday requesting \$2,000,000 for the Cascade Business Park Project. If funding is awarded it

will be for a 1.7-million-dollar loan at 2% interest for 20 years and a \$300,000 dollar grant. The Federal EDA representative will be here next week to do an onsite visit for a 5 million dollar ask. The Green Asset Lease has expired, and they will be vacating 15,000 square foot Discovery Building and move to county property in Stabler.

Facilities Report: Doug Bill informed the Commission of the current maintenance projects such as updating lighting and plumbing in the Tichenor Building. He gave a report on the recent snow removal and related minor drainage issues it presented. Several danger trees have been identified and will be removed. He has not received an order update on the Excavator at this time.

Finance Report: Finance Manager Cindy Bradley reviewed the expenses and revenues for the month. The RTC TAP Grant has been closed out. Past due balances were also reviewed.

Attorney's Report: No notables to report.

New Business:

Green Assets: No discussion was addressed in Director's Report

Resolution 1-2022 Authority to Sign Warrants:

--MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to adopt Resolution 1-2022 to authorize Director Albaugh and Commissioner Kingston to sign warrants. All voted in favor and the motion carried unanimously.

Resolution 2-2022 Authorizing for Pre-issued Vouchers:

--MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to adopt Resolution 2-2022 authorizing the pre-issuance warrants not to exceed \$750,000. All voted in favor and the motion carried unanimously.

Resolution 3-2022 Authorizing the Investment of Funds:

--MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to adopt Resolution 3-2022 to authorize Director Albaugh and Commissioner Ray Broughton to order investments of funds.

Resolution 4-2022 Appointment of agent to receive claims for damages per RCW 4.96.020:

--MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded the motion to adopt Resolution 4-2022 appointing Director Pat Albaugh as agent to receive claims for damages. All voted in favor and the motion carried unanimously.

Resolution 5-2022 Setting Port Commissioner Compensation:

--MOTION—Commissioner Broughton made a motion; Commissioner Taylor seconded to adopt

Resolution 5-2022 acknowledging the Port Commissioner Compensation rate for \$85 per Diem. All voted in favor and the motion carried unanimously.

Resolution 6-2022 Selling surplus property less than \$10,000:

--**MOTION**—Commissioner Broughton made a motion; Commissioner Taylor seconded to adopt Resolution 6-2022 authorizing Director Albaugh to sell and convey surplus property with less than a \$10,000 value. All voted in favor and the motion carried unanimously.

Resolution 7-2022 Setting Redistricting Boundaries:

--**MOTION**—Commissioner Broughton made a motion; Commissioner Taylor seconded to adopt Resolution 7-2022 accepting the Redistricting Boundaries as designated. All voted in favor and the motion carried unanimously.

Skamania Economic Development Council Shared Service 2021 Contract Review:

--**MOTION**—Commissioner Broughton made a motion; Commissioner Taylor seconded to approve the performance of the Skamania Economic Development Council Shared Services Contract for 2021. All voted in favor and the motion carried unanimously.

Lease Amendment TotalShield Inc

--**MOTION**—Commissioner Broughton made a motion; Commissioner Taylor seconded to approve Lease Amendment 4 recognizing the name change and address change for TotalShield Inc to Cochinto Inc. All voted in favor and the motion carried unanimously.

Teitzel Lease Suite C2 & C 3 Correna Smith

--**MOTION**—Commissioner Broughton made a motion; Commissioner Taylor seconded to approve the lease between the Port of Skamania County and Correna Smith in the Teitzel Building for Suite C-2 & C-3 at a monthly lease rate of \$317.10 per month plus Washington State Leasehold Excise tax. The board acknowledges that the \$634.20 security deposit is less than the 1-year statutory deposit. All voted in favor and the motion carried unanimously.

Other Business:

Director Albaugh noted a preliminary draft plan has been received for the proposed Waterfront Lodge.

Surveying has been completed for the new owners of the Columbia Riverside Lodge and it was noted that both sides of the property is overlapping on Port Property. Port parking lot is overlapping on Lodge property. A boundary line adjustment will be made .

An update was given regarding the Nov 16, 2021 proposal from Randy McCauley for Cascade

Business Park.

Executive Session:

Commissioner Kingston adjourned the meeting at 5:54 p.m.

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APPROVED BY:

Commissioner Ray Broughton, Vice President (District 1)

ATTEST: _____
Wanda Scharfe, Minutes Taker

Commissioner Jennifer Taylor, Secretary (District 2)

Commissioner Todd Kingston, President (District 3)

