

September 15, 2020

The regular meeting of the Board of Commissioners of Port District No. Two of Wahkiakum County, Washington was held on the above date with Commissioner Brian O'Connor presiding. Also in attendance were Commissioner Lee Tischer, Commissioner Austin Burkhalter, Manager Jeff Smith, Attorney Timothy Hanigan, Secretary Chelsea Paulsen, and County Residents Kay Walters and Doug and Jill Martin. Additional public attendance was made through Zoom conference.

The meeting commenced at 5:00 p.m.

PUBLIC COMMENTS:

There were no public comments at that time.

NEW BUSINESS:

Approve August 18, 2020 regular meeting minutes

Commissioner Tischer moved to approve the minutes of the August 18, 2020 regular meeting as submitted and Commissioner Burkhalter seconded. The motion passed 3-0.

Approve Vouchers

Commissioner Tischer moved to approve voucher nos. 2020-298—2020-351 in the amount of \$73,000.72 and Commissioner Burkhalter seconded. The motion passed 3-0.

Discussion ensued regarding insurance payments and payments made to the Washington State Auditor.

Resolution 2020-11 A Resolution Rescinding the Donation of Coffee Pot Island to the District

Attorney Hanigan read an email regarding the reason for rescinding the Coffee Pot Island Donation. The email read as follows: "In 2016, Doug and Jill Martin gifted Coffee Pot Island to the Port for public purposes. But due to mistakes made by their financial and tax advisor, the Martins were deprived of the tax benefits associated with their land donation. Because of these mistakes, the Port and the Martins have agreed to rescind the 2016 conveyance"

Commissioner Tischer moved to approve Resolution 2020-11 A Resolution Rescinding the Donation of Coffee Pot Island to the District and Commission Burkhalter seconded. The motion passed 3-0. County Resident Doug Martin thanked the commissioners and Attorney Hanigan for their cooperation in the matter.

Preliminary 2021 Budget

Manager Smith initiated the budget discussion by saying that he is unsure of what the next year will bring, so the budget is conservative. He discussed the mandatory raises for employees and the addition of employee benefits. Manager Smith presented a proposed rate increase and stated that the rates are comparable to other parks. Discussion ensued regarding the increases in rates.

Manager Smith stated that there have been numerous cancellations due to the smoke and air quality.

Manager Smith discussed the capital improvements he believes to be most important, including the irrigation, cabins and landscaping. Discussion ensued regarding the cabins Manager Smith has been researching and intends to install. Commissioner O'Connor stated that he has not had good experiences with "Old Hickory" brand cabins and would advise against purchasing them.

Attorney Hanigan suggested the budget and rate hearing be scheduled for the next meeting to allow public input.

MANAGER'S REPORT:

Septic System Repairs / Replacement

Manager Smith explained the issue with the septic system and how the current septic system is designed. Discussion ensued regarding the process and potential options for repairs.

Electric Panel Repairs

Manager Smith stated that the breakers on the middle loop were replaced and he expects to pay the bill on next month's vouchers. He expects the bill to be a little over \$2,000.00. Manager Smith added that a long-term solution to flipping the breakers is to upgrade the panel.

Irrigation Quote / Day Use Addition Quote

Manager Smith stated that it is time to schedule the irrigation project. It will not happen until 2021. Commissioner Tischer and Commissioner O'Connor agreed that the project is necessary and they are ready to proceed.

Manager Smith recommended that the day use addition be put on hold until the septic system issue is resolved.

Bathroom Repairs Quote

Manager Smith presented two bids to repair the bathrooms. Discussion ensued regarding the project and difference in bids. On a motion from Commissioner Tischer and a second from Commissioner Burkhalter, the bid from Revive was accepted. The motion passed 3-0.

COMMISSIONER COMMENTS:

Commissioner O'Connor reiterated his experience with the "Old Hickory" brand cabins.

ADJOURNMENT:

The meeting was adjourned at 5:37 p.m.

Approval of the minutes of the regular meeting of September 15, 2020.

Brian O'Connor, Commissioner

Lee Tischer, Commissioner

Austin Burkhalter, Commissioner