

October 20, 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 Wahkiakum County Resident Kay Walters. Additional public attendance was made through Zoom conference.

The meeting commenced at 5:00 p.m.

**PUBLIC COMMENTS:**

No comment.

**NEW BUSINESS:**

*Approve September 15, 2020 regular meeting minutes*

Commissioner Burkhalter moved to approve the minutes of the September 15, 2020 regular meeting as submitted and Commissioner Tischer seconded. The motion passed 3-0.

*Approve Vouchers*

Commissioner Tischer moved to approve voucher nos. 2020-352—2020-394 in the amount of \$48,337.01 and Commissioner Burkhalter seconded. The motion passed 3-0.

Manager Smith commented that Entek Corporation is the electrical company he is using. He added that he had to get the sewer pumped again.

*Resolution 2020-12 A Resolution Adopting Amendment to the District's Overnight Stay and Monthly RV Space Rental Policies*

Manager Smith stated that this resolution cleans up the language on the 21-day stay limit. He added that with the online system, people can move spots, avoiding the 21-day limit.

Commissioner Burkhalter moved to approve Resolution 2020-12 A Resolution Adopting Amendment to the District's Overnight Stay and Monthly RV Space Rental Policies and Commissioner Tischer seconded. The motion passed 3-0.

*2021 Budget & Rate Schedule Hearing*

Commissioner O'Connor opened the Budget and Rate Schedule Hearing at 5:05 p.m.

Commissioner O'Connor informed the Zoom audience that the price for canoes and kayaks raised from \$2 to \$5 and that wood will cost an extra \$1. Manager Smith added that wood is costing the Port more to purchase, therefore, the price had to increase. He stated that yurts will be rented at year-round rates, rather than a different rate in the winter.

Resident Kay Walters asked for clarification on the Port's income, Manager Smith informed her that aside from camping rates, sand sales, property taxes, retail items and the like make up the Port's income. Resident Kay Walters requested an update on how COVID-19 has affected this year's income. Manager Smith noted that income is down slightly, but nothing catastrophic.

Discussion ensued regarding events held at the park but not hosted by the Port.

Commissioner O'Connor closed the Budget and Rate Schedule Hearing at 5:13 p.m.

#### *Tax Levy 2021*

Manager Smith suggested a 1% tax levy increase for 2021. Attorney Hanigan stated if there is no objection, he will prepare a resolution for the 1% increase to be signed at the next meeting.

#### **MANAGER'S REPORT:**

##### *Septic System Repairs / Replacement*

Manager Smith dropped off the plans to the County on Monday regarding the septic system. He is hoping to start the project within the next month and expects it to cost between \$80,000.00 and \$90,000.00. He added that the replacement adds four drain fields, rather than just one. He confirmed that the Port's sand will be utilized for the project and he intends to get the sand tested by the state to potentially get it certified for sales.

##### *Coffee Pot Island Update*

Wahkiakum County Resident Mike Linn entered the meeting at 5:16 p.m.

Attorney Hanigan stated that Doug and Jill Martin dropped off the deed to donate Coffee Pot Island to the Port. Commissioner Tischer moved to accept the donation of Coffee Pot Island from the Martin's to Port District No. 2 and Commissioner Burkhalter seconded. The motion passed 3-0.

Commissioner Tischer thanked the Martin's for the generous donation, and Commissioner O'Connor added that the Port is grateful.

##### *Chamber of Commerce Contract Discussion*

Manager Smith stated that it is time to decide if the Port would like to sign a contract for the year 2021 with the Chamber of Commerce. Commissioner Tischer stated that it is nice to have a voice on the board, as well as be involved in plans for economic development. Commissioner O'Connor agreed. Discussion ensued regarding the status of Chamber meetings and other possibilities when partnering with the Chamber.

Manager Smith added that he has been advertising in the Chinook Observer and seeing great results. Attorney Hanigan stated that the Chamber may have funds to cover advertising costs.

Manager Smith stated that Washington State Department of Transportation is coming tomorrow to look into and potentially pump the culvert that continues to clog and flood the shop.

**COMMISSIONER COMMENTS:**

There were no comments at that time.

**ADJOURNMENT:**

The meeting was adjourned at 5:24 p.m.

Approval of the minutes of the regular meeting of October 20, 2020.

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Brian O'Connor, Commissioner

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Lee Tischer, Commissioner

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Austin Burkhalter, Commissioner