

January 19, 2021

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 Austin Burkhalter, Manager Jeff Smith, Attorney Timothy Hanigan, Secretary Chelsea Paulsen, and Port Employee Terina Davis. 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 December 15, 2020 regular meeting minutes

Commissioner Burkhalter made a motion to approve the regular meeting minutes as submitted and Commissioner O'Connor seconded. The motion passed 2-0.

Approve Vouchers

Commissioner Burkhalter moved to approve voucher numbers 476-517 in the amount of \$35,617.57 and Commissioner O'Connor seconded. The motion passed 2-0.

Manager Smith clarified that the payment to Columbia Groundwork was part of the septic system project.

Manager Salary

Attorney Hanigan stated that the commissioners discussed increasing the manager's salary. He added that if the commissioners felt so inclined, they could make a motion to increase the salary.

Commissioner Burkhalter moved to approve increasing the manager's salary as previously discussed and Commissioner O'Connor seconded. The motion passed 2-0.

Attorney Hanigan clarified that the commissioners intended to increase the salary of the manager to \$57,000.00. Manager Smith asked if the increase would date back to January 1, 2021 to stay on track with the budget. Both commissioners agreed that the increase will be effective January 1, 2021. Attorney Hanigan will have a resolution drafted for the next meeting regarding the salary increase.

Commissioner Compensation (\$114 - \$128)

Manager Smith informed the board that the Washington State guidelines have increased the per diem for commissioners from \$114 to \$128. Attorney Hanigan stated that with approval from the commissioners, he will draft a resolution for the next meeting to allow the Port to keep up with Washington State's per diem guidelines.

Commissioner Burkhalter moved to approve the increase in commissioner compensation from \$114 to \$128 and Commissioner O'Connor seconded. The motion passed 2-0.

Wahkiakum Eagle Newspaper Reporter Rick Nelson asked if the increase to \$128 is per month or per meeting. Manager Smith confirmed that the compensation of commissioners is per diem, per meeting and there is only one meeting per month.

MANAGER'S REPORT:

Septic System Repairs / Replacement Completion

Manager Smith confirmed that septic system project has been completed. Discussion ensued regarding the final steps and the final bill from Longtain Construction.

Manager Smith stated that somebody had tagged the stalls in the bathroom. He added that he reported it to the sheriff's office so there would be record of the situation.

COMMISSIONER COMMENTS:

There were no commissioner comments at that time.

EXECUTIVE SESSION: DISCUSSING REAL ESTATE SALE, PURCHASE, OR LEASE RCW 42.30.110(1)(b), (c) and QUALIFICATIONS OF AN APPLICANT/CANDIDATE FOR APPOINTMENT TO ELECTIVE OFFICE RCW 42.30.110(1)(h)

The regular meeting was recessed at 5:10 p.m. for 10 minutes to discuss real estate sale, purchase, or lease and qualifications of an applicant/candidate for appointment to elective office.

Executive session was adjourned at 5:20 p.m.

Commissioner O'Connor reopened the meeting. Attorney Hanigan announced that the commissioners will be interviewing two candidates, Mike Backman and Allen Bennett, for the position of District One Commissioner at the next regular meeting. The commissioners will contact the two candidates to inform them of the next steps.

ADJOURNMENT:

The meeting was adjourned at 5:22 p.m.

Approval of the minutes of the regular meeting of January 19, 2021.

Brian O'Connor, Commissioner

Austin Burkhalter, Commissioner

, Commissioner