

April 19, 2022

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, Commissioner Allen Bennett, Interim Manager Terina Davis, Attorney Timothy Hanigan, Secretary Sarah Tsybikova, Secretary Peyton Souvenir, Wahkiakum West Representative Ken Johnson, and Wahkiakum West Representative Mark Letham. Reporter Rick Nelson and the General Public attendance was made through Zoom teleconference.

The meeting commenced at 5:00 p.m.

**PUBLIC COMMENTS:**

Wahkiakum West Representatives Ken Johnson and Mark Letham discussed the potential of deploying fiber optic internet in the area with Port 2's assistance. This will bring better internet signal for the park itself and surrounding areas.

There was a general consensus to allow Interim Manager Davis and Attorney Hanigan to negotiate a proposal with Wahkiakum West Representatives Johnson and Letham for the next meeting.

Discussion ensued regarding the reliability of fiber optic internet compared to current options in and around Wahkiakum County.

Resident Kay Walters entered the meeting at 5:05 p.m.

**OLD BUSINESS**

Interim Manager Davis mentioned the church electrical has been updated.

**NEW BUSINESS:**

***Approve March 15, 2022 regular meeting minutes***

Commissioner Bennett made a motion to approve the regular meeting minutes of the March 15, 2022 regular meeting and Commissioner Bennett seconded. The motion passed 3-0.

***Approve Vouchers***

Commissioner Burkhalter moved to approve voucher numbers 2022-080—2022-119 in the amount of \$26,977.70 and Commissioner Bennett seconded. The motion passed 3-0.

***Rental Rate and Deposit for Church Building***

Discussion ensued regarding the potential rates for renting the church building.

Commissioner Burkhalter made a motion to approve the church building rental rate of \$200 for 24 hours with a \$100 cleaning deposit, and \$25 for two hours. Commissioner O'Connor seconded. The motion passed 3-0.

#### ***Area Sector Analysis Project (ASAP)***

Commissioner Bennet attended an MRC Meeting where the Area Sector Analysis Project was introduced and discussed. Commissioner Bennet described the organization as an economic development tool used to analyze the area with the goal of increasing business, increasing tourism, and improving industries throughout the community. Further discussion ensued regarding specific details and future development of ASAP.

#### ***Wahkiakum County Small Works Roster***

Interim Manager Davis mentioned Port 2 is no longer on the MRSC roster. There was unanimous agreement for an interlocal agreement to be prepared for shared use of the vendor list and small public works roster with the County.

#### **MANAGER COMMENTS AND UPDATES:**

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

Commissioner Bennett made a motion to enter into the 2022 Contract for Technical Assistance with the Chamber of Commerce, and Commissioner Burkhalter seconded. The motion passed 3-0.

##### ***Interim Manager Visa Credit Card Limit***

Interim Manager Davis mentioned the current credit card limit is \$2,000, while the prior manager's limit was \$5,000.

Commissioner Bennett made a motion to increase the maximum credit card limit from \$2,000 to \$5,000, and Commissioner Burkhalter seconded. The motion passed 3-0.

#### **LEGAL:**

None.

#### **COMMISSIONER COMMENTS:**

Commissioner Bennett requested an update on the church roof. Interim Manager Davis responded, saying the bid packet is open until 1:00 p.m. May 19, 2022.

**EXECUTIVE SESSION:**

The regular meeting was recessed at 5:47 p.m. to enter into executive session for thirty minutes to discuss the performance of a public employee pursuant to RCW 42.30.110(1)(g), and the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g).

The executive session was exited and the special meeting re-entered at 6:17 p.m.

**ADJOURNMENT:**

The meeting adjourned at 6:17 p.m.

Approval of the minutes of the regular meeting of April 19, 2022.

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Brian O'Connor, President

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Austin Burkhalter, Vice-President

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Allen Bennett, Secretary