

April 16, 2024

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 Austin Burkhalter presiding. Also in attendance were Commissioner Allen Bennett, Manager Samuel Shogren, Assistant Manager Terina Davis, Attorney Timothy Hanigan, Secretary Desiree Conroy, District Two Commissioner candidate Kylie Thacker, and Skamokawa residents Kay Walters and Brian O'Connor.

The general public attended by Zoom teleconference.

The meeting commenced at 3:42 p.m. due to technical difficulties.

PUBLIC COMMENTS:

None at this time.

OLD BUSINESS:

None at this time.

NEW BUSINESS:

Commissioner Burkhalter commented that Brian O'Connor resigned April 1. Since then, Kylie Thacker was nominated as a candidate for District Two Commissioner. Commissioner Bennett made a motion to approve Kylie Thacker as District Two Commissioner and Commissioner Burkhalter seconded. The motion passed 2-0. Attorney Hanigan swore Kylie Thacker in as Commissioner for Port District No. Two of Wahkiakum County. Commissioner Bennett welcomed Commissioner Kylie Thacker.

Approve Minutes of March 19, 2024, Meeting

Commissioner Bennett made a motion to approve the regular meeting minutes from March 19, 2024, as submitted and Commissioner Thacker seconded. The motion passed 3-0.

Approve Vouchers

Commissioner Thacker questioned the cost of garbage service versus dump service; discussion ensued regarding monthly bills.

Commissioner Bennett made a motion to approve voucher numbers 2024-080 – 2024-114 for March 2024 in the amount of \$37,078.14 and Commissioner Thacker seconded. The motion passed 3-0.

Approve Minutes of April 1, 2024, Special Meeting

Commissioner Burkhalter gave a brief description regarding the special meeting which nominated Kylie Thacker as a candidate for District Two Commissioner.

Commissioner Bennett made a motion to approve the special meeting minutes from April 1, 2024 as submitted and Commissioner Thacker seconded. The motion passed 3-0.

Resolution No. 2024-02 A Resolution Authorizing an Increase in the Compensation of the Manager

Commissioner Thacker made a motion to approve Resolution 2024-02 A Resolution Authorizing an Increase in the Compensation of the Manager, and Commissioner Bennett seconded. The motion passed 3-0.

Resolution No. 2024-03 A Resolution Designating Signatories Concerning the District's Financial Accounts

Commissioner Bennett made a motion to approve Resolution 2024-03 A Resolution Designating Signatories Concerning the District's Financial Accounts, and Commissioner Thacker seconded. The motion passed 3-0.

Assistant Manager Davis commented that this resolution is for the legal aspect of taking O'Connor off the accounts and bringing Commissioner Burkhalter on as a Signatory.

ASSISTANT PORT MANAGER - VISTA PARK COMMENTS & UPDATES

Assistant Manager Davis commented she did not have much to report. The staff have been mowing, weed eating, and setting posts. She explained the Park had a good March and should have a good April, too. Discussion ensued regarding the park guests.

PORT MANAGER COMMENTS & UPDATES

Manager Shogren reported that the Port was notified yesterday that they have been pushed to the next round for the State Heritage Capital Grant. Next week Manager Shogren will attend a Zoom call to discuss the next steps.

Manager Shogren explained that he and Commissioner Bennett talked about the Manger review. He commented next Wednesday there will be a meeting with all the Port workers/staff to give an update and to hear any ideas regarding what is and should be added to the comprehensive plan. He explained he wants the staff to have an interest in what the Port is doing.

Manager Shogren commented he would like to create a Google account that will allow Port staff to post pictures they capture while around the park. He explained he would like the Port to be more present on social media, including documenting what we have done for upgrades and improvements in the park.

Manager Shogren reported that the Auditor has given her resignation for both Port 1 and Port 2. He explained he had a conversation with a CPA in Vancouver who recommended a Bookkeeper in Bay Center.

Manager Shogren reported that he signed a lease for a house across the road from the park and will potentially be moving in two weeks.

Commissioner Bennett commented the Managers' report was all good news. He questioned if there will be a filter of what is being posted in regards to the pictures on the Google account. Assistant Manager Davis explained that all staff will send the pictures to a folder that she and another staff member will review before they publish. Discussion ensued regarding being more present on social media, in the public and how to get the word out about Vista Park.

COMMISSIONER COMMENTS:

Commissioner Burkhalter commented that the Grays River Grange reached out to him regarding the possibility of taking over a park. Assistant Manager Davis looked into it and determined the costs outweighed the benefits. Discussion ensued regarding the possibility of helping mow the park grounds.

ADJOURNMENT:

The meeting was adjourned at 4:15 p.m.

Approval of the minutes of the regular meeting of April 16, 2024.

Austin Burkhalter, Commissioner

Allen Bennett, Commissioner

Kylie Thacker, Commissioner