

September 16, 2025

The regular meeting of the Board of Commissioners of Port District No. Two of Wahkiakum County, Washington, was held on the above date. In attendance were Commissioner Mary Hogue, Manager Terina Davis, Attorney Timothy Hanigan, Secretary Jennifer Lorenzo, and County resident Kay Walters.

Commissioner Austin Burkhalter, Commissioner Russ Reese and the general public attended by Zoom teleconference.

The meeting commenced at 2:00 p.m.

**PUBLIC COMMENTS:**

There was no public comment at that time.

**OLD BUSINESS:**

Manager Davis reported that she has more information regarding the electrical on the loop being upgraded. She contacted Inland, who will be coming out next week to go over the project and give a bid. Rawhide will be out to the park the next time they are in the area and will do a walk through. Manager Davis will get a couple different bids and go from there.

Manager Davis made contact with the County regarding their loan. The State Auditor came in and requested that the Port refinance since the County had to re-write the loan. The County requested that the Port payoff the \$175,000.00 loan, and the County would give the Port a new loan of \$150,000.00 on a three-year term. Manager Davis crunched some numbers and made a large payment this month. She determined that it would be in the Port's best interest to pay off the \$175,000.00 loan, and ask for a \$100,000.00 loan on a three-year term. This would save the Port about \$20,000.00 and leaves the Port with \$240,000 in the reserve fund. Discussion ensued.

**NEW BUSINESS:**

***Approve Minutes of August 19, 2025 Meeting***

Commissioner Reese moved to approve the regular meeting minutes from August 19, 2025, as submitted, and Commissioner Hogue seconded. The motion passed 3-0.

***Approve Vouchers dated through August 31, 2025***

Manager Davis commented that this was a big month because the Port made a big payment to the County for the loan.

Commissioner Reese made a motion to approve voucher numbers 2025-186—2025-215 through August 31, 2025, in the amount of \$102,461.89, and Commissioner Hogue seconded. The motion passed 3-0.

### **MANAGER - COMMENTS & UPDATES**

Manager Davis reported that the Vista Park Kite Festival was the weekend before last. There was a pretty good turnout with attendees. There were 16 vendors and three kite flyers. The wind was not in their favor until 2:00 p.m., but the vendors do want to come back for next year. The Port charged \$10.00 per vendor, so they made some money. There is discussion to change the time to later in the day for next year in hopes to have better kite weather.

Manager Davis reported that there is a Mommy and Me group that is renting the Annex every Sunday for five weeks.

Manager Davis reported that a gentleman has expressed a need for an office space. He will come in about two hours on the weekend to use the Wi-Fi and to do book work. Manager Davis did the math and the Port will charge \$300.00 for the month.

Manager Davis reported that the hot water heater in the kitchen blew up. She will be getting a new electric hot water heater to replace the broken propane one. Brown's Plumbing suggested that the Port also replace the old pipes with new PVC pipe. Discussion ensued.

Manager Davis report that the Port purchased a 2024 Chevrolet Silverado work truck for under \$43,000.00.

Manager Davis reported that Adam and Andy from the Weed Board have been working together on the brier stickers in the field. In early October, Andy will use his truck that has a larger spray capacity and will put down a chemical the Port has used in the park before. In a few months, Andy will come back to spray again. Andy will only be charging for his time since the Port already has the chemical. Adam has had some good results on some test patches with this chemical. Discussion ensued.

Manager Davis is looking more into a logo for the website. A local resident, Colton Pfenniger, is assisting and they have created some mock-ups. Manager Davis will have a meeting next week over Zoom with a branding company to discuss further particulars. Discussion ensued.

Manager Davis reported that she emailed to the commissioners the proposed budget updated with rates. She asked the commissioners to please look the budget over and to meet with her before next meeting with any questions. The Port will have their budget and rate hearing to discuss with the public next month.

### **LEGAL:**

None.

**COMMISSIONER COMMENTS:**

Commissioner Burkhalter and Commissioner Reese authorized the signing of their signatures on the meeting minutes and vouchers for the month of August, 2025.

**ADJOURNMENT:**

The meeting was adjourned at 2:09 p.m.

The next meeting will be October 21, 2025, at 2:00 p.m., at the Appello Annex in Skamokawa, Washington.

Approval of the minutes of the regular meeting of September 16, 2025.

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**Austin Burkhalter**, Commissioner

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**Mary Hogue**, Commissioner

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**Russ Reese**, Commissioner