

**MINUTES OF THE REGULAR COMMISSION MEETING
PORT OF CAMAS-WASHOUGAL
FEBRUARY 19, 2013**

By: Mary Murphy, Executive Assistant

A regular meeting of the Commissioners of the Port of Camas-Washougal was held at the Port Offices, 24 South 'A' Street, Washougal WA, on Tuesday, February 19, 2013, at 4:00 p.m.

PRESENT: Commissioners Bill Macrae-Smith, Bill Ward and Mark Lampton; Executive Director David Ripp; Finance Director and Auditor Kim Noah; Executive Assistant Mary Murphy; the Goodstein Law Group; and members of the press and public.

At 4:00 p.m., the Commission recessed into executive session to discuss one matter relating to property acquisition, and three matters relating to property disposition, pursuant to RCW 42.30.110(b) and (c). Following executive session, the Commission reconvened into general open session.

At 5:00 p.m., following the Pledge of Allegiance, Commission President Bill Ward called the public meeting to order.

- **CONSENT ITEMS**

- Minutes

The reading of the Minutes from the regular meeting of February 5, 2013 was dispensed with, it being noted that a copy of the Minutes had been provided previously to all Commissioners. After discussion, upon motion by Commissioner Lampton, seconded by Commissioner Macrae-Smith and carried unanimously, the Minutes from the February 5, 2013 regular meeting were approved as presented.

- Claims/Vouchers

After review, upon motion by Commissioner Lampton, seconded by Commissioner Macrae-Smith and carried unanimously, general fund vouchers 1280-1291, 105592-105594 and 23859-23892 in the total amount of \$65,663.33 and the issuance of warrants in payment thereof, were approved.

- **NEW BUSINESS / DISCUSSION ITEMS**

- CWEDA Presentation

Commissioner Lampton introduced CWEDA President Paul Dennis who presented an overview of the first full year of activity focused on economic development in the Camas and Washougal area. Dennis reported that CWEDA had met and exceeded its goals for 2012. He presented a PowerPoint showing CWEDA's activities, including:

- Ongoing contact with business owners
- Planning assistance for local businesses and property owners
- Regulatory assistance to streamline the permitting process
- Developing business incentives
- Retention and expansion of existing businesses
- Attracting businesses to area
 - New businesses in 2012 = 120 jobs
 - Relocated businesses in 2012 = 92 jobs

Dennis credits the teamwork and support from Camas and Washougal and the Port for CWEDA's success. He reported that there has been a positive and unexpected trend: sustained interest in hiring new personnel. Dennis said CWEDA has plans to work with Clark County Skills Center and local high schools with a focus on developing a work force with job skills ranging from high tech to blue collar workers to fill the need for local industry and businesses. Dennis added that he is in the

process of securing a website manager and will have this presentation and more information posted in the near future. A brief Q&A period followed the presentation. No decisions were made.

- **PUBLIC HEARING**

At 5:25 p.m., Commission President Ward opened the properly noticed public hearing to amend the Comprehensive Scheme of Harbor Improvements and Strategic Plan. He stated the purpose of the hearing was to receive public comment on the proposed addition of the Waterfront Property to the Comprehensive Scheme, as required under RCW 53.20.020. He then called for public comment. No comments were received and the public hearing was closed. No decisions were made. Open Session resumed.

- Resolution 6-13

Director Ripp reported that a new resolution was needed to replace the original resolution authorizing submittal of a CERB application for construction funding for Bldg. 15, due to changes in the CERB application format. He added that he would be presenting Resolution 6-13 for approval during Action Items. No decisions were made.

- Rail and Spur Use Agreements

Director Ripp reported that he is preparing two track agreements for use of the newly refurbished spur track that runs parallel to Ford Street. One agreement will be with National Pipe & Fitting and the other with Calvert Company. Both will be presented for approval at the March 5th meeting. No decisions were made.

- Wellness Program Policy Revision

Finance Director Noah explained that the wellness policy has been updated to a more comprehensive program for Port employees, addressing not only physical activity but healthy eating, tobacco cessation, stress management and ergonomic issues. Such worksite wellness programs have been shown to increase productivity, reduce absenteeism and on-the-job injuries, and improve morale and quality of life for employees. The revised policy proposes increasing the initiation and partial monthly fee reimbursement to \$75 and \$35, respectively, as an incentive to encourage and support a healthy lifestyle. Commissioner Ward remarked that \$35 a month could pay an entire month's dues and that the employees should share in the cost. Noah responded that there is a wide range of membership fees and her research has shown that other ports' programs offer higher monthly reimbursements, some as much as \$100. She added that if an employee's monthly membership fee was \$20 (for example), the reimbursement would only be \$20. Alternatively, if the monthly fee was \$50, the reimbursement would only be the maximum amount of \$35. Noah added that the revised policy will be presented for approval at the March 5th meeting. No decisions were made.

- **PUBLIC COMMENT #1**

Bruce Fuerstenberg commented on Steigerwald Commerce Center; bricks in the Historical Park; and plans to replace the pond.

Martha Martin commented on the new wellness policy and an employee assistance program.

- **ACTION ITEMS**

- Resolution 5-13

Director Ripp noted that the public hearing has been held to receive comment on adding the recently acquired Waterfront Property to the Port's Comprehensive Scheme of Harbor Improvements and Strategic Plan, and requested approval of Resolution 5-13 formalizing that amendment to the Plan. Upon motion by Commissioner Lampton, seconded by Commissioner Macrae-Smith and carried unanimously, Resolution 5-13 was adopted as presented, effective February 19, 2013.

- **Resolution 6-13**
Director Ripp requested formal approval of Resolution 6-13 (replacing Resolution 4-13) authorizing submittal of a CERB application for construction funding for Bldg. 15. He added that the new format details that such funding would be in the form of a \$150,000 grant and a \$850,000 loan. Upon motion by Commissioner Lampton, seconded by Commissioner Macrae-Smith and carried unanimously, Resolution 6-13 was adopted as presented, effective February 19, 2013.

- **Parkersville Advisory Committee Membership Renewals**
Executive Assistant, Mary Murphy, reported that at their February 14, 2013 meeting, the Parkersville National Historic Site Advisory Committee (PAC) passed a motion to renew four memberships, whose terms expire February 28, 2013. She added that because PAC is a subcommittee of the Port, the commission must approve the motion. After review, upon motion by Commissioner Lampton, seconded by Commissioner Macrae-Smith and carried unanimously, membership renewals for Bruce Fuerstenberg, Ceil Kirchner, Rosalee MacRae and Roberta Tidland were approved for a 3-year term, effective March 1, 2013 through February 28, 2016.

- **Rail Repair Project**
Director Ripp requested approval of the Rail Repair Project as complete. Larry Connolly managed this project, monitored the work on a regular basis and was pleased with the final result. This project includes the original scope for the main rail, plus the change order to include the spur track which is the subject of the track agreements described during Discussion Items. Ripp added that once the commissioners accept the job as complete, Staff will then verify payment of prevailing wages and sales tax so that retainage may be released to the contractor. Upon motion by Commissioner Lampton, seconded by Commissioner Macrae-Smith and carried unanimously, the Rail Repair Project done by West Rail was accepted as complete, effective February 19, 2013.

- **STAFF REPORTS & COMMENTS**
Director Ripp's verbal report included:
 - Waterfront Property cleanup;
 - RCO grants for the waterfront trail;
 - Steigerwald Commerce Center final walk-through;
 - Legislative bills affecting ports:
 - Prevailing wages and
 - Stormwater;
 - March 7th is Port Day in Olympia

- **COMMISSIONER REPORTS**
Commissioner Ward commented on a recent article about US Fish & Wildlife relocating deer due to threat of levee failure.

- **PUBLIC COMMENT #2**
None.

The meeting adjourned at 6:00 p.m.

PORT OF CAMAS-WASHOUGAL COMMISSION

Commissioners