

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
PORT OF CAMAS-WASHOUGAL
JANUARY 17, 2012**

By: Mary Murphy, Executive Assistant

The regular meeting of the Board of Commissioners of the Port of Camas-Washougal was held at the Port Offices, 24 South 'A' Street, Washougal, WA, on Tuesday, January 17, 2012, at 3:30 p.m.

PRESENT: Commissioners Bill Macrae-Smith, Mark Lampton and Bill Ward; Executive Director David Ripp; Executive Assistant Mary Murphy; the Goodstein Law Group (via teleconference); and members of the press and public.

At 3:30 p.m., the Commission recessed into executive session to discuss two matters relating to property disposition and three matters relating to property acquisition. Following executive session, the Commission reconvened into general open session.

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

- **CONSENT ITEMS**

- Minutes

The reading of the Minutes of the regular meeting of January 3, 2012, and the special meetings of January 5 and January 11, 2012 was dispensed with, it being noted that a copy of the Minutes had been provided previously to all Commissioners. After brief discussion, upon motion by Commissioner Ward, seconded by Commissioner Macrae-Smith and carried unanimously the Minutes from the regular meeting of January 3, 2012, and the special meetings of January 5 and January 11, 2012 were approved as presented.

- Claims/Vouchers

- After review and brief discussion, upon motion by Commissioner Ward, seconded by Commissioner Macrae-Smith and carried unanimously general fund vouchers 944-954, 105463-105465 and 22699-22748 in the total amount of \$302,819.11, and the issuance of warrants in payment thereof, were approved.

- **NEW BUSINESS / DISCUSSION ITEMS**

- Personnel Policy Revision

Director Ripp stated that the State of Washington will no longer adjust Port employees' life insurance on an annual basis, as it has become an administrative burden to do so. The life insurance coverage provided to Port employees under RCW 53.08.170 will, instead, remain at the 2012 annual salary level. The personnel policy entitled "Permanent Employee Benefits" has been revised to reflect this change and will be presented for approval under Action Items. No decisions were made.

- Initiative 937

Director Ripp reported that Clark Public Utilities discussed Initiative 937 during a Port meeting in 2011. This Initiative requires the 17 largest electric utilities in Washington (both public and private) to set and meet energy conservation targets starting in 2010, and have 15% of their power supply generated from renewable resources by 2020. Certain electric utilities with 25,000 or more customers must meet certain targets for energy conservation and use of renewable energy resources, including energy credits, or pay penalties. As outlined in I-937, these targets would result in burdensome electrical costs to high energy users, such as local Camas high tech companies.

The High Tech Council, a local Clark County organization which includes several local Camas high tech companies, has requested letters of support from all local jurisdictions, CWEDA and CREDC to revise I-937. Discussion followed Director Ripp's presentation of a draft letter of support which included the following points: (1) Remove any requirement that a utility must purchase renewable energy (or credits) beyond that needed by organic load growth; (2) Exempt a utility from having to use I-937 eligible resources to meet the energy demands of a single load added by a customer; and (3) Emphasize that conservation is a better way of reducing energy demand and need for higher cost renewable energy.

Director Ripp added that both Camas and Washougal are submitting letters of support to the Governor. After further discussion, Director Ripp was directed to revise the draft letter to include the Port's interest in focusing on solutions, such as a smart grid system. No decisions were made.

- **PUBLIC COMMENT #1**

John Wagoner commented on the Hambleton Mill property.

- **ACTION ITEMS**

- Personnel Policy Revision

Director Ripp requested formal approval of the revised personnel policy entitled "Permanent Employee Benefits" regarding life insurance coverage. After brief discussion, upon motion by Commissioner Ward, seconded by Commissioner Macrae-Smith and carried unanimously, the revised "Permanent Employee Benefits" policy was adopted as presented, effective January 17, 2012.

- Hangar Lease Amendment Renewal

Executive Assistant Mary Murphy stated that an Amendment to Lease allowing storage of non-aviation operational motor vehicles was first offered February 2006 in response to numerous requests from pilots to keep cars, boats, etc. in the hangars. She added that the primary use of the hangars is for aircraft; therefore, in order to store anything else the lessee (pilot) must sign the Amendment to Lease. Hangar inspections are conducted annually: one with the Fire Marshall, and a second for compliance with Airport Regulations. Murphy stated that, based on the level of compliance observed during the inspections, Staff recommends renewing the storage amendment for another 12-month period. After discussion, upon motion by Commissioner Ward, seconded by Commissioner Macrae-Smith and carried unanimously, the Amendment to Hangar Lease was renewed, effective February 1, 2012 through January 31, 2013.

- Bldg. 8 Lease

Director Ripp presented a request from Big River Distributors to lease Bldg. 8, Bay 1 for a period of three years, for the storage and distribution of beer and wine. After discussion, upon motion by Commissioner Macrae-Smith, seconded by Commissioner Ward and carried unanimously, the Executive Director was authorized to execute a lease with Big River Distributors LLC under the terms presented, effective January 15, 2012.

- Kubota 'Gators'

Director Ripp presented a proposal for the purchase of two Kubota 'Gators' to use at the Marina and in the Industrial Park. After discussion, upon motion by Commissioner Macrae-Smith, seconded by Commissioner Ward and carried unanimously, the Executive Director was authorized to purchase two Kubota 'Gators' from Dan's Tractor, as presented.

- **STAFF REPORTS**

Director Ripp's report included (see attached):

- Steigerwald Hydrology Study;
- Levee Tree Removal Project; and
- Levee Recertification: beginning work with Cornforth and the Corps of Engineers on draft report for FEMA.

- **COMMISSIONER REPORTS**

Commissioner Ward commented on the Port's 2011 Annual Report.

- **PUBLIC COMMENT #2:**

No comments were received.

The meeting adjourned at 5:55 p.m.

PORT OF CAMAS-WASHOUGAL

Commissioners

**Executive Director's Report
January 17, 2012**

Discussion Topics

Initiative 937

This is the initiative we heard from the PUD during a Port meeting last year. The initiative requires the 17 largest electric utilities, which includes both public and private entities, in Washington to have 15 percent of their power supply generated from renewable resources by 2020; interim targets are also established. The utilities must also set and meet energy conservation targets starting in 2010. This measure would require certain electric utilities with 25,000 or more customers to meet certain targets for energy conservation and use of renewable energy resources, as defined, including energy credits, or pay penalties.

The High Tech Council is a local Clark County organization that includes several of our own Camas Tech companies. The High Tech council has requested letters of support from all of the local jurisdictions, CWEDA and the CREDC. They would like our letters to cover 3 main points:

- 1) Remove any requirement that a utility must purchase renewable energy (or credits) beyond that needed by organic load growth.
- 2) Exempt a utility from having to use I-937 eligible resources to meet the energy demands of a single load added by a customer.
- 3) Conservation is a better way of reducing energy demand and need for higher cost renewable energy.

I would like to recommend putting a letter of support together and having each of the Commissioners sign the letter.

Steigerwald Hydrology Study

I have mentioned in previous meetings that the Corps of Engineers is working on a hydrology study of the Gibbons Creek Basin. The study should be completed by the end of this month. Also, the Corps is working with Tetra Tech, an environmental firm out of Portland to study possible alternatives for the Gibbons Creek fish bypass and the Highline Canal. I am currently working with USFW, the Corps, PNWA and Mackay & Sposito to go over both the Hydrology Study and Tetra Tech's findings as well around mid-February.

Maintenance Equipment

In this year's budget, we set aside \$28,000 for two 4-wheel drive gators. We received three quotes that ranged from a high of \$40,432.17 to the lowest quote we received in the amount of \$29,915.37. We are over budget by \$1,915.37, but we were able to get a number of extra attachments that would cost more if

we were to purchase at a later date. I would like to request approval to purchase these two gators in the amount of \$29,915.37 (includes sales tax).

Port Projects

Tree Removal Project

This project is coming along very well. Green Construction, the contractor, feels he could be done within the next two to three weeks, months ahead of what we had planned. I was able to tour the site and was very pleased with their progress. They have done a great job on the removal of the trees and have been very sensitive to the public walking on the levee.