November 8, 2024

The regular meeting of the Board of Commissioners of Port District No. One of Wahkiakum County, Washington, convened on the above date with James Sorensen presiding. Also in attendance were Commissioner Brett Deaton, Commissioner Scott Anderson, Manager Todd Souvenir, Administrative Assistant Mackenzie Jones, Attorney Tim Hanigan, Secretary Katie Thomas, and high school teacher Kyle Hurley with a student.

The general public attended by Zoom teleconference.

The meeting opened at 12:30 pm.

APPROVAL OF MINUTES

Commissioner Anderson moved to approve the minutes of the regular board meeting held on October 10, 2024, as submitted and Commissioner Deaton seconded. The motion passed 3-0.

FINANCIAL REPORT:

Manager Souvenir submitted the financial reports for October 2024, copies of which are attached. Commissioner Anderson moved to approve the financial reports for October 2024, and Commissioner Deaton seconded. The motion passed 3-0.

APPROVAL OF VOUCHERS:

Commissioner Deaton made a motion to approve vouchers 2024-449—2024-488 in the amount of $51,170.80 for the month of November, 2024, and Commissioner Anderson seconded. The motion passed 3-0.

DISCUSSION ITEMS:

Fish Cleaning Area

High school teacher Kyle Hurley reported he has been in contact with Port management regarding the construction and design of the "Catch of the Day" board where anglers can hang fish and take photos. He provided preliminary designs and asked for the Board's approval to move forward.

Student entered the meeting at 12:32 p.m.

Discussion ensued. The Board approved the project to move forward.

Mr. Hurley and his students exited the meeting at 12:40 p.m.

ACTION ITEMS:

Resolution 2024-06 A Resolution Adopting the Updated Comprehensive Plan

Manager Souvenir commented only a few minor adjustments were made to the Plan and it should be reviewed and approved yearly so the Port isn't behind. Discussion ensued.

Commissioner Anderson moved to approve Resolution 2024-06 A Resolution Adopting the Updated Comprehensive Plan and Commissioner Sorensen seconded. There was no public comment at that time. The motion passed 3-0.

Resolution 2024-07 A Resolution Adopting the 2025 Budget

Commissioner Deaton made a motion to approve Resolution 2024-07 A Resolution Adopting the 2025 Budget and Commissioner Anderson seconded. There was no public comment at that time. The motion passed 3-0.

Resolution 2024-08 A Resolution Authorizing and Amending the Rate Schedule of the District

Commissioner Anderson made a motion to approve Resolution 2024-08 A Resolution Authorizing and Amending the Rate Schedule of the District and Commissioner Deaton seconded. There was no public comment at that time. The motion passed 3-0.

Resolution 2024-09 A Resolution Authorizing the 2025 Tax Increase

Commissioner Deaton made a motion to approve Resolution 2024-09 A Resolution Authorizing the 2025 Tax Increase and Commissioner Anderson seconded. There was no public comment at that time. The motion passed 3-0.

Annual WPPA Meeting

Manager Souvenir requested authorization to attend the Annual WPPA Meeting in Bellevue next month. He will be giving a presentation on the Port and requested head shots from the commissioners and staff.

Commissioner Deaton made a motion to approve Manager Souvenir attending the WPPA Annual Meeting in Bellevue and Commissioner Anderson seconded. The motion passed 3-0.

December Meeting—December 17th at 12:30 p.m.

Manager Souvenir commented the regular December meeting is scheduled for the 12th, but he and Attorney Tim Hanigan will be gone for the WPPA Annual Meeting. He requested the meeting date be changed to December 17, 2024, at 12:30 p.m. Discussion ensued.

Commissioner Sorensen made a motion to approve the regular December meeting be changed to December 17, 2024, at 12:30 p.m. in the DeBriae Meeting Room and Commissioner Anderson seconded. The motion passed 3-0.

Surplus item

Manager Souvenir provided to the commissioners a letter of notification of surplus property for a Johnson 8hp outboard motor and intends to sell it as surplus.

Town Support Letter

Manager Souvenir reported the Town wants to install restrooms at the future Town park and requested a letter of support from the Port to help secure grant funding. He commented he made a few changes to the drafted letter to suit the Port. Discussion ensued.

Commissioner Anderson made motion to approve the letter of support for the Town and Commissioner Sorensen seconded. The motion passed 3-0.

MANAGER'S REPORT

Administrative Assistant Mackenzie Jones reported she had a positive and productive exit meeting with the Street Market vendors and asked the commissioners if they had any suggestions for next year. Discussion ensued regarding keeping the market open through the end of September, suspending the market during the PIGYS weekend, and moving the market to the fairgrounds during the fair.

Manager Souvenir reported the new camp site is almost finished. It's muddy right now but the grass is planted and growing.

Manager Souvenir reported the pump-out has been removed, and the new pump has been purchased and installed. Discussion ensued.

Manager Souvenir reported the lagoon has been leveled and filled, completing the property swap with the Town. The town is very happy with the results.

COMMISSIONER COMMENTS:

Commissioner Deaton commented he likes the new website with live camera. The weather cam is fascinating.

ADJOURNMENT:

The regular meeting was adjourned at 12:59 p.m.

The next regular meeting will be held December 17, 2024, in the DeBriae Meeting Room at 12:30 p.m.

Approval of the minutes of the regular meeting of November 8, 2024.

James Sorensen, President

Scott Anderson, Vice-President

Brett Deaton, Secretary