

**PORT OF ILWACO
MINUTES
April 01, 2025**

COMMISSION MEETING

Chairman Smith opened the Commissioner's regular meeting at 4:00 PM. Those present were, Commissioner Smith, Commissioner Bennett, Port Manager Hayes, Admin/Accounting Assistant Reed, and Admin Assistant Lambert. Commissioner Shirley attended via zoom.

- **Call to Order**

Chairman Smith called the meeting to order at 4:00 PM.

- **Approval of Agenda**

Port Manager Hayes requested an amendment to the agenda, to change the date of the next Commissioner meeting and to remove the Perkins lease from new business.

Commissioner Bennett entered a motion to approve the agenda as changed.

Commissioner Shirley seconded; the **motion was carried** by voice vote.

- **Approval of minutes from March 4th, 2025, Commission Meeting.**

Commissioner Bennett entered a motion to approve the minutes from the March 4th, 2025, Commission Meeting.

Commissioner Shirley seconded; the **motion was carried** by voice vote.

- **Approval of vouchers 21234 through 21255 and electronic fund transfer payments in the amount of \$55,893.88.**

Commissioner Bennett entered a motion to approval of vouchers 21234 through 21255 and electronic fund transfer payments in the amount of \$55,893.88.

Commissioner Shirley seconded; the **motion was carried** by voice vote.

PUBLIC COMMENT

D.Berger: Madison Johnston is taking over as the representative with the AOPA for the Ilwaco Airport. The biggest issues with the airport come from the city. The city doesn't want to have a cognitive plan for the airport. Pilots like ship captains have full control over the controls of the equipment and safety of the passengers. Unlike ship captains no one can tell the pilot how to operate their aircraft. Once the issue with the city is resolved then plans to work with the Port next. The Port is in violation with the airport.

M.Cassinelli: Final walk through of the stormwater project is set. The final piece of the project to be completed is to restripe . Blake Lake Fishing derby is April 26th and is always a great time.

G.Trusty: We are required to have a consent to sub-lease agreement , can I give that to you now or wait for the next meeting? What is the criteria to be able to have a sub-lease?

T.Hayes: Sub-leases depend on the parameters of your lease and the city zoning. We can add the sub-lease to the agenda for the next meeting.

UNFINISHED BUSINESS

- **Werner Update**

Started to clean up the lot. New gravel will be going in. The two remaining RV's will be moving to the back of the lot. Planning to have the RV park and camp store opened up by the end of April.

NEW BUSINESS

- **Approval of business plan for Skywater Gift & Gallery**

Artisan gift shop with different handmade good and hand crafted leather goods. The hand crafted leather goods will be crafted in the store.

- **Resolution 25-1016- Seizure Endeavour**

Commissioner Bennett entered a motion to approve resolution 25-1016 seizure of Endeavour.

Commissioner Shirley seconded; the **motion was carried** by voice vote.

- **Resolution 25-1017- Credit Card Authorized Users**

Commissioner Bennett entered a motion to approve resolution 25-1017 credit card authorized users.

Commissioner Shirley seconded; the **motion was carried** by voice vote.

- **Resolution 25-1018- Bank Signers**

Commissioner Bennett entered a motion to approve resolution 25-1017 bank signers

Commissioner Shirley seconded; the **motion was carried** by voice vote.

- **Change of next Commissioner's meeting**

Commissioner's all verbally agreed to change the date of the next Commissioner's meeting from April 15, 2025 to April 22, 2025.

OPERATIONS REPORTS

Manager Report: EV charging station to go in front of the boatyard dry storage. Met with company about signage for around the port for the businesses. Completed the EDC

Grant. Cantwell grant finished. Bulkhead is three fourths of the way done set to be completed on time. Received our first Federal refund for the bulkhead. Stripping to be begin April 14. Completed the inspections of the cranes and travel lifts. Fifty ton travel lift is currently damaged, waiting on repairs. Cleaning of the buildings to begin next week.

Finance Report:

February 2025 Financials.

- **Move \$100,000 from boatyard improvement fund to the capital improvement fund**
Commissioner Bennett entered a motion to approve the moving of \$100,000 from the boatyard improvement fund to the capital improvement fund.
Commissioner Shirley seconded; the **motion was carried** by voice vote.
- **Increase the monthly allocations for capital improvement fund from \$500 to \$1,000.**
- Commissioner Bennett entered a motion to approve the increase of allocations for the capital improvement fund from \$500 to \$1,000.
- Commissioner Shirley seconded; the **motion was carried** by voice vote.

COMMISSIONERS REPORT

Commissioner Shirley: Thank you everyone for your hard work. It looks good there.

Commissioner Bennett: Thank you everyone for your hard work. The pressure washing of the commercial dock made it look so nice. Good to see new changes going into the port. Can we possibly add rock to the bigger drain basins or possibly paint the top of the basin with yellow curb paint? They could potentially be a safety hazard. Possibly have the potential to put food trucks in the pavilion.

Chairman Smith: Happy to see the building getting a deep clean and new lighting put in.

EXECUTIVE SESSION -To confer with legal counsel R.C. W.42.30.110 (i)

The session was convened at 4:30 pm with a 5-minute allowance to clear the room and the time requested was 30 minutes. The time into the session was 4:35pm. They requested an additional 10 minutes at 5:04pm. The session ended at 5:15 pm. No decision was made.

The meeting was adjourned at 5:16 PM by **Chairman Smith**.

Minutes submitted by Natasha Lambert for approval on April 22nd, 2025.

Natasha Lambert Admin. Assist.

Commissioners:

Butch Smith, Chairman

Mike Shirley

Alan Bennett