

Agenda for Tuesday, July 08, 2003  
Klickitat County Port District  
1st Regular Monthly Meeting  
July 8, 2003 - 4:30 P.M. at DALLESPORT WASTE WATER TREATMENT FACILITY

## AGENDA

PUBLIC COMMENT - Limited to 10 minutes total; (5 minutes per person)

SITE VISIT - DIP Grading Project & Update

Riley Bros. Concrete - Borrow/Fill Materials

## ADMINISTRATIVE MATTERS

Consent Agenda:

June 24, 2003 Minutes

Vouchers

PERS - Contribution Rate Changes

Order to Set Bid Date - DIP Lots #23 & #24, July 29 @ 4:30

## EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Building 1D Update

- Fire Flow

Hwy 14 Spoils & Berm Project

DALLESPORT INDUSTRIAL PARK:

Taylor Engineering

- Personal Services Contract: Final H2O System Plan

## MISCELLANEOUS

Committee Updates

PUBLIC COMMENT - Limited to 20 minutes total; (5 minutes per person)

## ADJOURNMENT

<b>PORT OF KLICKITAT                      BOARD OF COMMISSIONERS MEETING MINUTES                      July 8, 2003                      REGULAR SESSION</b>		
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<b><u>ATTENDANCE:</u></b>	<p><b>Commissioners/Staff Present:</b> Port Commissioners (PCs) Norm Deo, S. Wayne Vinyard, Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Auditor (AAA) Vickie Drew.</p> <p><b>PC/Staff Absent:</b> PC Rodger Ford, Port Counsel (Counsel) Teunis J. Wyers</p> <p><b>Guests Present:</b> Don Struck (KC Commissioner), Matt, Jim &amp; Tony Riley (Riley Bros. Concrete) and Steve Tessmer (Gorge Assoc.).</p>	
<b><u>PUBLIC COMMENT</u></b>	<p>The public meeting was opened at 4:46.</p> <p>There was no public comment.</p>	
<b><u>SITE VISIT - DIP Grading Project &amp; Update</u></b>	<p>The PC viewed the site on their way to the meeting. Larry Nicholas (KC Public Works) was not available for an update of the project. The site is looking very good. Exec.D Sherwood had a conversation with PC Ford via phone today in which he voiced a concern regarding the fill and compaction of the back half of Lot #23. Proposed development would not be impacted by the lack of fill in that area at this time. He wants to make sure that at some point in time that area gets filled. Approximately 9MM gallons of water have been used since the project began. PC Deo asked how well we are managing the water use. Both wells are being utilized to keep up with the demand. Maint. Tech. Ron Lethco has been coordinating with Jerry Branton (Tenneson Engineering) regarding how and when the pumps kick on. Exec.D Sherwood will compile the information into a memo.</p> <p>It appears that the project will be 10,000 to 20,000 CY short of fill after borrowing from the other high lots. Larry Nicholas suggested to Exec.D Sherwood, after negotiations with Crestline Construction and Riley Bros. Concrete, that the additional material could be purchased from Riley Bros. He asked if the Port would waive the royalty on that material. PC Deo had no concerns as long as there are no legal restrictions in doing so. Jim Riley stated that Larry estimated they would need 22,000 CY. Crestline's trucks are too large for the Riley's scales, so the material will be bank yard measured. The material used will be the overburden from the Riley's aggregate operation. <b>PC consensus to waive the royalty for the material Crestline will purchase from Riley Bros. Concrete.</b></p>	
<b><u>ADMINISTRATIVE MATTERS</u></b> <b><u>! Consent Agenda</u></b>	<p>Items approved:</p> <ul style="list-style-type: none"> <li>• Minutes of June 24, 2003</li> <li>• Vouchers #18242-18258; \$8,649.29</li> <li>• Vouchers #18259-18287; \$156,105.77</li> </ul>	<i>PC Vinyard moved to approve the Consent Agenda as presented; seconded by PC Deo -- motion carried.</i>

<p><b><u>! PERS - Contribution Rate Change</u></b></p>	<p>AAA Drew reported that effective July 1 the PERS rate contributions increased for the first time in several years. The employees contributions increased .53% to 1.18% and the Port contribution increased .08% to 1.40%.</p>	
<p><b><u>! Order to Set Bid Date - DIP Lots #23 &amp; 24, July 29 @ 4:30 Resolution 7-2003</u></b></p>	<p>The law requires that the Port set a bid date and time for opening sealed proposals for the competitive bid sale of Lots #23 &amp; 24. The date is set for July 29 at 4:30. Resolution 7-2003 specifies that date and time for the bid opening.</p>	<p><i>PC Vinyard moved to approve Resolution 7-2003 as presented; seconded by PC Deo – motion carried.</i></p>

<p><b><u>EXECUTIVE DIRECTOR'S REPORT</u></b>  <b><u>*Bingen Point*</u></b>  <b><u>! Building 1D Update</u></b></p>	<p>Exec.D Sherwood reported that she and PC Deo attended the construction meeting yesterday. When the building project began, Rapid Ready Mix was the supplier for the foundation footings for the entire project. After that pour, Team Construction (Team) determined that they would continue the project with Hood River Sand &amp; Gravel (HRS&amp;G) supplying the concrete for the slab pours. Exec.D Sherwood and PC Deo wanted to meet with Team to ask why they chose to change suppliers even though Rapid Ready Mix (RRM) was \$2.00 a CY less than HRS&amp;G. Team gave two reasons: 1) RRM had trouble moving the concrete through the pumper trucks, and 2) The trucks didn't arrive on time. PC Deo stated that another issue to consider is stimulating economic development in Klickitat County (KC). In the past few years the Port will have spent approximately 2MM on projects paid to Team, and he is disappointed that in both projects the concrete work has gone to HRS&amp;G. He is committed to dedicating as much of those project funds as possible to KC. PC Deo stated that he spent some time going thru the haul tickets of RRM and HRS&amp;G, and found that RRM delivered more yards in less time. He is anxious to compare the concrete test results from each company. RRM tests exceeded the requirements. HRS&amp;G results should be available in a few days. PC Vinyard asked if PC Deo had any significant concerns regarding the concrete slab. PC Deo stated that there was moderate to severe cracking in the floor. The structural engineer believes that the cracking is not structural. An official report will be issued.</p> <p>Exec.D Sherwood reported that she and Insitu have been working with Randy Salisbury (DSP Architecture) on the design for tenant improvements. She displayed the latest draft of the interior plan and described the various attributes of the design. There are presently 23 employees at Insitu and they anticipate increasing to 65. Insitu has just signed a 10-year contract with Boeing and are delivering 3 planes this week. This plan would cost approximately \$900,000. Insitu will look the plan over and determine what amenities they need now and which ones can wait.</p> <ul style="list-style-type: none"> <li>• Fire Flow: The Uniform Building Code requires that 1,500 g.p.m. be available to the building for two hydrants and a sprinkler system. Bell Design did an initial flow test that showed 1,250 g.p.m. available. Subsequently, it was discovered that there was a valve that was shut off on the City of Bingen's six-inch line so flow was not coming from that area. Hydrotech (designer of the sprinkler system for Building 1D) did a new flow test which led to the discovery that one of the Port's water valves was three-fourths closed. With that valve also opened, the initial test results show 1,660 g.p.m. available. The City of Bingen has a six-inch bottle-neck area between the City's 10-inch line and the Port's 8-inch line. They will be replacing that six-inch line while the downtown construction is underway which will provide additional flow to the Port. The fire flow issue must be resolved or the water system looped in order to accommodate fire flow for the Gorge Harbor Marina Project and future growth.</li> </ul>	
<p><b><u>! Hwy 14 Spoils &amp; Berm Project</u></b></p>	<p>Exec.D Sherwood reported that there is approximately 16,000 CY of material yet to be received. There is some concern that the 100 year flood plain elevation marker of 88.5' set by WADOT is not correct.</p>	

<p><b>! Fireworks</b></p>	<p>Exec.D Sherwood reported that she received many comments on how successful the event was. Police, emergency and fire personnel felt that it went very well. Exec.D Sherwood stated that this was the best display at Bingen she had ever seen. The Boy Scouts and Cub Scouts helped clean up debris on Saturday. If the event is allowed again next year, there will need to be better arrangements for clean up, more police officers on site and the City's will help pay for it.</p>	
<p><b>! Memorial Bench</b></p>	<p>Exec.D Sherwood reported that she has received a request to place a memorial bench on Bingen Point. The PCs had no concerns as long as it was understood that it could get moved to another location on the Point at a later date.</p>	
<p><b>! Binding Site Plan Update</b></p>	<p>Exec.D Sherwood displayed an overlay of the Port's Master Plan onto the adopted binding site plan prepared by Bell Design. Discussion followed regarding the various aspects of the plan. Any time a lot line is adjusted, the binding site plan must be updated; a process that takes approximately 60 days.</p>	
<p><b>*Dallesport Industrial Park* (DIP) ! Taylor Engineering - Personal Services Contract: Final H2O System Plan</b></p>	<p>Exec.D Sherwood reported that she spoke to Larry Nicholas (KC Public Works) regarding his preference that Taylor Engineering do the work to finalize the Port's DIP water system master plan. The initial draft plan compiled by Kennedy/Jenks (K/J) did not contain as much information as Larry felt should be included. The contract with K/J for DIP infrastructure engineering required that after final comments from the Department of Health (DOH), they would provide a final water system plan. Exec.D Sherwood would like to make sure that K/J delivers what they have been paid for and that there are no duplication of services. She requested PC approval of a personal services contract with Taylor Engineering, with the proviso that they coordinate with K/J. K/J expects to have the final draft by next week. Exec.D Sherwood requested that three copies of the plan be sent to the Port and one copy to Larry Nicholas. Taylor Engineering will use the K/J plan as a starting point and augment it with any additional information that Larry feels should be included in the plan.</p>	<p><i>PC Vinyard moved to approve a personal services contract with Taylor Engineering not to exceed \$12,400.00 for augmentation of a final Water System Master Plan for DIP; seconded by PC Deo – motion carried.</i></p>
<p><b>MISCELLANEOUS ! Committee Updates</b></p>	<p><u>AIRPORT</u>: PC Deo reported that the new hangars may be completed by next week. <u>MCEDD</u>: PC Ford absent. <u>BRIDGE/HWY 35</u>: PC Ford absent. <u>KC EDA</u>: PC Vinyard had no report.</p>	
<p><b><u>PUBLIC COMMENT</u></b></p>	<p><b>Jim Riley</b>: suggested that the contract with K/J be administered by Larry Nicholas. After looking at the draft plan, Jim suggested to Larry that the proposed 10-inch line along Dock Rd. be changed to a 12-inch line. Jim is doing a SEPA for the Riley pit and Taylor Engineering is doing one also. He stated that Frank Childs (Taylor Engineering) suggested that Jim, a Taylor Engineering representative, a PC and Exec.D Sherwood get together and go over the SEPA to make sure all the bases are covered. Jim will make sure that Counsel receives the map and legal description of the new operating agreement area for the new agreement.</p>	

<p><b><u>PUBLIC COMMENT, cont.</u></b></p>	<p><b>Steve Tessmer:</b> asked what the plans are regarding water and sewer for the developable area SE of the airport. Jim Riley stated that the sewer would have to be designed to reach the sewer plant in the most economical way. Water is another issue. He felt the group should try to secure its old water right (750 acre/ft) that the City of The Dalles gave away. If secured, they could put the whole Dallesport peninsula under one water district, tying into the Port's system for one big looped system.</p> <p><b>Don Struck:</b> stated that a slough area on Lot #23 (unreported by K/J) has been investigated by a biologist and a report of non-significance has been issued.</p> <p>There will be a meeting on July 28 to continue a discussion about approaching the PC and KC Board of Commissioners regarding updating the DIP Master Plan and binding site plan, future grading projects and infrastructure.</p> <p><b>Tony Riley:</b> invited the PC to visit the Riley Pit for an update of reclamation efforts and pit operations at their convenience.</p>	
<p><b><u>ADJOURNMENT</u></b></p>		<p><i>PC Vinyard moved to adjourn at 6:08; seconded by PC Deo – motion carried.</i></p>

Approved on: \_\_\_\_\_  
 submitted \_\_\_\_\_  
 (Date)

Respectfully

Vickie L. Drew, Administrative Assistant

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 Dianne Sherwood, Executive Director

Norman Deo, Chairman