

Agenda for Tuesday, February 03, 2004
Klickitat County Port District
1st Regular Monthly Meeting
February 3, 2004 - 4:30 P.M. - PORT OFFICE

AGENDA

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

COUNSEL'S REPORT

Riley Operating Agreement
Ross Island Road License

ADMINISTRATIVE MATTERS

Consent Agenda:

January 13, 2004 Minutes

Vouchers

Anita Gahimer - Port Security Assessment, Plan & Waiver Request

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Building 1D Update

Binding Site Plan Draft & Setbacks

Oil Spill

Gorge Harbor Marina Project

DALLESPORT INDUSTRIAL PARK:

Huggy Bear Update

Recycling Inquiry

MISCELLANEOUS

Committee Updates

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

ADJOURNMENT

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES February 3, 2004 REGULAR SESSION		
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	<p>Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford and S. Wayne Vinyard, Port Counsel (Counsel) Teunis J. Wyers, Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Auditor (AAA) Vickie Drew.</p> <p>PC/Staff Absent:</p> <p>Guests Present: Matt Riley (Rapid Ready Mix), Jim Riley (Riley Bros. Concrete), Dana Peck (KC Econ. Dev.), Anita Gahimer Crow (Consultant).</p>	
<u>PUBLIC COMMENT</u>	<p>Chair Ford opened the public meeting at 4:30. There was no public comment.</p>	

<p><u>! COUNSEL'S REPORT</u></p>	<p><u>Riley Operating Agreement:</u> Counsel discussed the amendment to the Riley Operating Agreement that was prepared by Mr. Riley and presented to the PC. Mr. Riley is also interested in exchanging Port ownership of Lot 4 or 11 for the Groves Building and chain link fencing that is located on Lot 39 which they presently occupy. Mr. Riley stated that he will be moving his batch plant (on Lot 39) to his own property east of Lot 11 by the end of March and would like to have direct access to the Port's rail spur which lies between Lot 4 and 11. Discussion followed regarding the fact that this document resolves only one of the issues regarding the Operator's Agreement (operating boundaries). Mr. Riley stated that this was done to facilitate filing the Reclamation Plan prepared by Taylor Engineering, and that the other issues could be dealt with separately. Counsel's advice is that all issues should be resolved at once, rather than piece meal. Discussion followed. The PC would like to move forward with the amendment that Counsel drafted in August which addresses all the issues at once. After reviewing Counsel's previous draft, it was noted that the 5-acres vs. 9-acres open pit area issue had not been included and the issue of the Watchman's Trailer should be included in the document as well, since it had not been addressed in the 50-acre boundary adjustment process. Counsel suggested that he add those issues to his original draft amendment and present it to Mr. Riley's attorney for consideration. Discussion followed. Counsel will re-draft his amendment to include the additional issues. Once these issues have been taken care of, the PC will consider Mr. Riley's offer to exchange the improvements on Lot 39 for other Port property.</p> <p><u>Ross Island Road License:</u> Counsel discussed the January 20 meeting with Ross Island Sand & Gravel (RISG) regarding the proposed license agreement for use of Port roads. He still has significant concerns regarding the agreement as presented. Counsel proposes negotiation of a side letter, to be signed at the same time as the license agreement. The side letter would state that the license agreement is being signed in contemplation of other items previously agreed upon and outlined in the letter such as maintenance and standards of the roads. The license agreement has already been signed by all other parties and RISG is extremely reluctant to modify that document and then have to go back to the other</p>	
<p><u>! COUNSEL'S REPORT, cont.</u></p>	<p>signatories for signatures. Discussion followed regarding possible locations for the proposed road. Counsel is waiting for a draft side letter from the attorney for RISG. Jim Riley suggested turning the roads over to KC stating that a portion of the property taxes paid by landowners in that area go to the road fund. Exec.D Sherwood has requested of KC (numerous times) that they accept the roads, but they are not interested in taking on more roads. Discussion followed.</p>	
<p><u>ADMINISTRATIVE MATTERS</u> <u>! Consent Agenda</u></p>	<p>Items approved:</p> <ul style="list-style-type: none"> • Minutes of January 13, 2004 • Voucher #18759; \$147.50 • Vouchers #18760-18762; \$3,806.87 • Vouchers #18763-18778; \$3,744.59 • Vouchers #18779-18797; \$16,613.78 • Vouchers #18798-18809; \$7,096.60 • Vouchers #18810-18811; \$400.75 - Proj. Fund 	<p><i>PC Vinyard moved to approve the Consent Agenda as presented; seconded by PC Deo -- motion carried.</i></p>

<p>! Port Security Assessment, Plan & Waiver Request - Guest Anita Gahimer Crow</p>	<p>Exec.D Sherwood introduced Anita Gahimer Crow (Consultant) to discuss the security assessment, plan and waiver request that she prepared for the Port of Klickitat. She gave an overview of the new rules regarding Port security that have come in to effect since 9-11. The Coast Guard implements any regulations regarding maritime security. Due to it's sensitive security information, an Executive Session was convened at 6:01 in order for Ms. Crow to present the actual assessment and plan. The Executive Session was adjourned at 6:22.</p>	
<p>EXECUTIVE DIRECTOR'S REPORT *Bingen Point* ! Building 1D Update</p>	<p>Exec.D Sherwood reported that O'Brien Constructor's are working diligently on Building 1D's interior improvements. The saw cuts have been done, the plumbing has been inspected, the electrical contractor is on site and the HVAC system is going in. Framing will start this week. The interior improvements are contracted to be completed by April 15. A copy of the building elevation spreadsheet was included in the packet which reflects that the settlement has really slowed down. The last measurements were taken on January 20 after the recent snow load on the building. With the interior improvements going in, it will be increasingly difficult to get readings from all the control points. Exec.D Sherwood will meet with GeoEngineers and DSP Architecture on February 9 to discuss the settlement issue. It was noted that the majority of the settlement occurred early on.</p>	
<p>! Binding Site Plan Draft & Setbacks</p>	<p>Exec.D Sherwood reported that she spoke with Brian Frampton at KC Building Dept. regarding the 200 ft. setback requirements. It seems that residential uses or parking lot uses are possible beyond 50 ft. from the ordinary high water mark. All uses within 200' are still open to review.</p>	
<p>! Oil Spill</p>	<p>Exec.D Sherwood discussed the recent oil spill at The Dalles dam that resulted in oil entering the Marina. An NRC Environmental crew installed sweeps in the Marina on January 16 to collect the oil. NRC was on site today to remove them and close out their cleanup operation.</p>	
<p>! Gorge Harbor Marina Project</p>	<p>Exec.D Sherwood reported that she met with Steve Tessmer regarding the Marina lease agreement. She had 8 pages of questions for him to clarify and requested that he get everything together in a neat packet to be passed on to the PC. Discussion followed regarding various aspects of the project.</p>	
<p>! Little League Fireworks</p>	<p>An inquiry has come from the White Salmon Little League regarding the group having a concession stand to sell State authorized fireworks on the Fourth of July. Exec.D Sherwood felt that possibly the use of Port property could be exchanged for the Little League assisting in the clean-up after the holiday. PC consensus to allow the use with conditions.</p>	<p><i>Exec.D Sherwood will request a proposal from the Little League.</i></p>
<p>*Dallesport Industrial Park* (DIP) ! Huggy Bear Update</p>	<p>Exec.D Sherwood discussed the positive letter from Huggy Bear's Cupboards regarding their continued efforts to sell their Portland building and relocate the business to Dallesport. The owner of Huggy Bear's has already relocated his home to Centerville.</p>	
<p>! Recycling Inquiry</p>	<p>An inquiry has come in regarding setting up a metal recycling business at Dallesport. Exec.D Sherwood turned over the contact information to Dana Peck for follow-up.</p>	

<p><u>! Snow Plowing Contract</u></p>	<p>Exec.D Sherwood reported that she spoke to Larry Nicholas (KC Public Works) regarding her frustration in trying to find someone to plow the Port's roads during heavy snow events. Larry agreed to speak to the KC BOC regarding the issue. KC is accepting bids to be opened on January 23 for snow plowing of the roads in smaller communities and outlying areas (including the Port) during periods of heavy snow accumulation (6" or more). A copy of the bid notice was included in the packet. Dennis Eiesland plowed some of the roads at DIP, and Exec.D Sherwood called to thank him for his assistance and requested a written bill.</p> <p>PC Vinyard asked how the search for heat tape information was going. Exec.D Sherwood reported that Gorge Electric is preparing a quote.</p> <p>Exec.D Sherwood will follow-up with Bryant Bros. regarding plowing Bingen Point roads in case of another heavy snow fall this year.</p>	
<p><u>MISCELLANEOUS</u> <u>! Committee Updates</u></p>	<p><u>AIRPORT</u>: PC Deo reported that a number of airport issues were discussed. New entrance signs will be installed. The City of The Dalles and other volunteers plowed the airport. The operations center will be remodeled. His next meeting is February 6.</p> <p><u>MCEDD</u>: PC Ford had no report. His next meeting is February 18.</p> <p><u>BRIDGE/HWY 35</u>: PC Ford had no report. A meeting is scheduled for March 11.</p> <p><u>KC EDA</u>: PC Vinyard has attended two EDA meetings both focused on community economic development projects.</p>	
<p><u>PUBLIC COMMENT</u></p>	<p>Dana Peck discussed the recent departure of Tom Siefert from the KC Economic Development Dept. Tom's position will not be filled; the work load will be shared by others in the office with a continued heavy focus on marketing, and reliance on hired consultants.</p> <p>The review of the SOQ's for a marketing firm is bogged down. He hopes to take the rankings from the core group to the larger group to move things along.</p> <p>Last year's proposed legislation to make it easier for Counties to give money to other agencies to do economic development has been re-drafted, with assistance from Scott Taylor and Pat Jones of the Washington Public Ports Association, to be a very narrowly focused piece of legislation. It was introduced by Senator Honeyford a couple of weeks ago in Olympia (6236). Dana hopes to hear the outcome in a week or two.</p>	
<p><u>ADJOURNMENT</u></p>		<p><i>PC Deo moved to adjourn at 7:17; seconded by PC Vinyard – motion carried.</i></p>

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Approved on: _____
submitted _____
(Date)

Respectfully

Vickie L. Drew, Administrative Assistant

Dianne Sherwood, Executive Director

Rodger Ford, Chairman