

Agenda for Tuesday, February 15, 2005
Klickitat County Port District
2nd Regular Monthly Meeting - February 15, 2005 - 4:30 P.M. - PORT OFFICE

AGENDA

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

COUNSEL'S REPORT

Ross Island Sand & Gravel

ADMINISTRATIVE MATTERS

Consent Agenda:

February 1, 2005 Minutes

Vouchers

Senate Bill 5791

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Fireman's Rodeo Request

DALLESPORT INDUSTRIAL PARK:

Crane

Diesel Tank

Civil Work - Tenneson Engineering

MISCELLANEOUS

CTED Community Survivors 2 Conference, 3/21-23, Vancouver

MCEDD 2005 Annual Mtg. - Insitu, Feb. 17, 7 p.m.

Committee Updates

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

ADJOURNMENT

| PORT OF KLUCKITAT BOARD OF COMMISSIONERS MEETING MINUTES February 15, 2005 REGULAR SESSION | | |
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| <u>TOPIC</u> | DISCUSSION/ASSESSMENT/FINDINGS | ACTION/FOLLOW UP |
| <u>ATTENDANCE:</u> | Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford, Wayne Vinyard; Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Auditor (AAA) Vickie Drew. PC/Staff Absent: Port Counsel (Counsel) Teunis J. Wyers Guests Present: Matt Riley (Rapid Readymix) | |
| <u>PUBLIC COMMENT</u> | Chair Vinyard opened the public meeting at 4:30. There was no public comment. | |
| <u>! COUNSEL'S REPORT</u> | Counsel's presence was not requested. Exec.D Sherwood reported that she and Counsel have discussed his first draft of a license agreement with Ross Island Sand & Gravel (RISG) for use of port roads. Changes were noted and a second draft is in the works. She feels it is important to have an independent survey of the condition of port roads at DIP before RISG begins to use them and would like to pass the cost for the survey on to RISG. Tenneson Engineering was requested to provide a quote for doing the survey. PC Deo felt RISG needs to be hauling legal loads; for anything over weight, some compensation needs to be paid to the port. The maximum load on the overpass is 80,000 lbs. Exec.D Sherwood has received from Counsel the new lease for Roy-G-Biv, but has not had a chance to review it. | |
| <u>ADMINISTRATIVE MATTERS</u> <u>! Consent Agenda</u> | Items approved: <ul style="list-style-type: none"> • Minutes of February 1, 2005 • Vouchers #19586-19588; \$3,640.90 • Vouchers #19589-19615; \$10,810.01 • Vouchers #19616-19617; \$12,815.00 | <i>PC Deo moved to approve the Consent Agenda as presented; seconded by PC Ford -- motion carried.</i> |
| <u>! Cash Balances Memo</u> | AAA Drew reported that the port has total liquid funds of \$551,771.75. | |
| <u>! Senate Bill 5791</u> | Exec.D Sherwood discussed Senate Bill 5791 which would allow KC to transfer or loan money for economic development to the port. This bill may only pertain to KC. | |

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| <p><u>! Audit Exit Letter</u></p> | <p>Exec.D Sherwood discussed the audit letter which reminds us that we need to be more diligent in stating the purpose of executive sessions more specifically and stating their time limits to the public. PC Deo stated that he believed that members of the press were allowed in executive sessions. [Editor's Note: RCW 42.23.070 - Board members constitute an Executive Session, PERIOD! RCW's affect every multi-member board. Staff members don't even need to be included. The press is not allowed. Oregon may have their open public meeting laws which differ from WA.]</p> | <p><i>Exec.D Sherwood will investigate the allowance of the press in Executive Sessions.</i></p> |
| <p><u>EXECUTIVE DIRECTOR'S REPORT</u> <u>*Bingen Point*</u> <u>! Firemen's Rodeo Request</u></p> | <p>Exec.D Sherwood discussed a request to hold a Firemen's Rodeo on port property. She asked them for a written proposal.</p> | |
| <p><u>! UCD</u></p> | <p>Exec.D Sherwood discussed a tree project she is working on with Underwood Conservation District (UCD) UCD may be able to assist with a grant to continue the street trees along Lakeview Blvd. UCD said they have planted 3,100 willows in the wetland buffer area, although most have not survived due to the invasion of Reed Canary Grass. Apparently if this grass is mowed it can be controlled or eradicated, which would help with tree survival.</p> | |
| <p><u>! Electrical Code - Fire Wall</u></p> | <p>Exec.D Sherwood reported that there is no requirement for a fire wall between bays with different electrical service capacity, pertinent to prior discussion regarding ICE's electrical connection to Bldg 1A from Bldg 1B.</p> | |
| <p><u>! Gorge Harbor Marina</u></p> | <p>Exec.D Sherwood met with Byron Hanke (Consultant) to update him on the Gorge Harbor Marina project. She will be drafting a counter-proposal for Mr. Tessmer.</p> | |
| <p><u>! Bldg 1D</u></p> | <p>Exec.D Sherwood reported that there has been quite a lot of problems with the HVAC system at Bldg 1D. Hunter-Davisson was retained by O'Brien Constructors to do a survey of the system and they found a number of issues that have now been fixed. They have also provided a summary of how the system operates and will be meeting soon with staff for a run-through of system operation and maintenance.</p> | |

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| <p><u>! Developer</u></p> | <p>Exec.D Sherwood reported that a developer met with the members of the Mount Adams Logger's Association (MALA). Eight years ago MALA set themselves up as an S-Corporation, which means that in two more years they can sell their property without severe tax consequences. The developer offered MALA's board members \$850,000; they said yes. MALA will investigate the tax ramifications and touch base with the developer in 3 weeks when their full association membership meets on March 7. Exec.D Sherwood asked "What if MALA comes and says "do you want to exercise your Right of First Refusal?" Discussion followed. PC Ford stated that it wouldn't be a bad investment. PC Deo would rather see port funds used for buildings here or at DIP. Matt Riley suggested having Counsel check into the specifics of the Right of First Refusal. PC Deo would like to confer with the KC Board of Commissioners (KC BOC) and discuss pros and cons of purchasing or not purchasing the property. Exec.D Sherwood stated that Dana Peck (KC Econ. Dev.) suggested that the two chairs have a conversation. It is important to know what the developer truly wants to do with the property before making a decision. PC Vinyard will try to set up a meeting with Don Struck here at the port. Exec.D Sherwood will provide a map and prepare an informational sheet for PC Vinyard.</p> | <p><i>Exec.D Sherwood will determine the nature of the Right of First Refusal.</i></p> |
| <p><u>*Dallesport Industrial Park* (DIP)</u> <u>! Crane</u></p> | <p>Exec.D Sherwood will begin work on a Memorandum of Understanding for removal of the crane. Jim Riley called and stated that the Riley's don't want the crane. Exec.D Sherwood will clarify if they are still interested in the blocks.</p> | |
| <p><u>! Diesel Tank</u></p> | <p>Exec.D Sherwood reported that the new double-walled diesel tank was installed today. This meets the Dept. of Health's requirement for double containment of the diesel fuel. The old tank was removed and new fuel will be delivered this week.</p> | |
| <p><u>! Civil Work - Tenneson Engineering</u></p> | <p>Exec.D Sherwood reported that she spoke with Larry Nicholas (KC Public Works) regarding the proposed plant. He would like the port to move forward on a personal services contract with Tenneson Engineering to do some soil work, survey and topographical work. KC would provide a grant to pay for it. The KC BOC has approved the funds. PC consensus to move forward with a personal services contract.</p> <p>PC Deo asked if there is any reason not to designate Tenneson Engineering as the port's engineer. They have been very helpful lately, especially with providing information from the past.</p> | <p><i>PC Deo moved to designate Tenneson Engineering as the port's engineer of record; seconded by PC Ford – motion carried.</i></p> |
| <p><u>! Dumping</u></p> | <p>Officer Ritoch will ask an Oregon police officer to speak with the person who dumped debris on port property at DIP about cleaning up the site. If that is not successful, Officer Ritoch will write him a letter. He will let us know what happens. Exec.D Sherwood will write a thank you letter to the Riley's watchman for reporting the incident.</p> <p>Matt Riley reported that the watchman suggested some new "No Discharge of Firearms on Port Property" signs be installed at DIP; the current signs have disintegrated. He observed a hunter and dog in his yard on the Riley's leased property. The hunter said he wasn't aware he was on port property.</p> | |

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| <p>MISCELLANEOUS ! CTED Community Survivors 2 Conf, 3/21-23, Vancouver</p> | <p>Exec.D Sherwood stated she would like to attend the CTED Community Survivors 2 conference if the PC concur. PC consensus for her to attend.</p> | |
| <p>! MCEDD 2005 Annual Mtg. - Insitu, 2/17, 7 p.m.</p> | <p>PC Ford reported that a tremendous amount of federal funding has been slashed from their budget including \$8 billion in Economic Development Administration grant money and \$300 MM in Agriculture Resource Grants. This will be discussed Thursday night at the annual meeting which will be held at Insitu at 7 p.m. Apparently, the funding that is left will be used strictly to administer the grants which have already been issued. Exec.D Sherwood will attend the annual meeting along with PC Ford.</p> | |
| <p>! Committee Updates</p> | <p><u>AIRPORT</u>: PC Deo attended two airport meetings (Feb 4 & 10) already this month and has another one on the 18th. The purpose of the meetings was to hire a new manager. The field of applicants was narrowed to three and those applicants were interviewed last Friday. The interview panel's findings will be presented to the board this Friday. <u>MCEDD</u>: PC Ford reported above. <u>BRIDGE/HWY 35</u>: PC Ford had no report. <u>KC EDA</u>: PC Vinyard attended a meeting February 3. \$352,000 was dispersed for various community projects. PC Vinyard was concerned about a growing trend of non-critical need requests. He felt it is important that funds be used for critical need; fire departments, police departments, school safety, etc.</p> | |
| <p>PUBLIC COMMENT</p> | <p>There was no public comment.</p> | |
| <p>ADJOURNMENT</p> | | <p><i>PC Ford moved to adjourn at 6:12; seconded by PC Deo – motion carried.</i></p> |

Approved on: _____
 submitted _____
 (Date)

Respectfully

Vickie L. Drew, Administrative Assistant

Dianne Sherwood, Executive Director

S. Wayne Vinyard, Chairman