

Agenda for Tuesday, October 11, 2005

Klickitat County Port District

1st Regular Monthly Meeting & PC RETREAT - October 11, 2005 - 4:00 P.M. - VIENTO'S

## AGENDA

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

### ADMINISTRATIVE MATTERS

Consent Agenda:

September 20, 2005 Minutes

Vouchers

Financial Statement - August

Resolution 6-2005 & 7-2005 - CERB

PSC - Bell Design Amendment

### EXECUTIVE DIRECTOR'S REPORT

PC RETREAT

5:00 p.m. to 8:00 p.m.

<b>PORT OF KLICKITAT                      BOARD OF COMMISSIONERS MEETING MINUTES                      October 11, 2005                      REGULAR SESSION</b>		
<b>TOPIC</b>	<b>DISCUSSION/ASSESSMENT/FINDINGS</b>	<b>ACTION/FOLLOW UP</b>
<b><u>ATTENDANCE:</u></b>	<p><b>Commissioners/Staff Present:</b> Port Commissioners (PCs), Norm Deo, Rodger Ford &amp; Wayne Vinyard; Port Counsel Teunis J. Wyers; Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Auditor (AAA) Vickie Drew.</p> <p><b>PC/Staff Absent:</b></p> <p><b>Guests Present:</b> Byron Hanke &amp; George Fox, Port Consultants</p>	
<b><u>! PUBLIC COMMENT</u></b>	Chair Vinyard opened the public meeting, which was held at Viento's in Bingen, at 4:10. There was no public.	
<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 September 20, 2005</li> <li>• Vouchers #20040-20054; \$9,341.23</li> <li>• Vouchers #20055-20086; \$27,873.00</li> </ul>	<i>Motion Ford/Deo to approve the Consent Agenda as presented. Motion carried.</i>
<b><u>! Financial Statement - August</u></b>	AAA Drew presented the financial statement ending August 31. The balance sheet shows the excess cash receipts over expenditures at \$101,102.28. The PC had no questions regarding the statement.	
<b><u>! Resolutions 6-2005 &amp; 7-2005, CERB</u></b>	Exec.D Sherwood discussed Resolutions 6-2005 and 7-2005 authorizing Exec.D Sherwood to execute documents and authorizes execution of a final contract between the port and CERB for financial aid for Building 1E. The Resolutions have passed review by Counsel and CERB.	<i>Motion Deo/Ford to approve Resolutions 6-2005 and 7-2005 for the CERB grant. Motion carried.</i>
<b><u>! PSC - Bell Design Amendment</u></b>	Exec.D Sherwood discussed the letter from Bell Design which presents justification for the additional expense that exceeds the original 2003 Personal Services Contract (PSC) amount of \$3,300. Amendment #1, which amends the PSC to an amount "Not to Exceed \$11,911" was presented for PC approval.	<i>Motion Deo/Ford to approve Amendment #1 to the Bell Design Personal Services Contract increasing the "Not to Exceed" amount to \$11,911. Motion carried.</i>
<b><u>EXECUTIVE DIRECTOR'S REPORT</u></b> <b><u>! Water System Hook-up Request Response</u></b>	Exec.D Sherwood discussed her letter to Royal Hovinghoff regarding his request for a water hook-up. He would be granted another hook-up once his initial hookup has met all the port's requirements. KC may put a deed restriction on his building permit application. One concern is that having a 3-bedroom mobile home could allow a family with children to live there. KC zoning ordinance is targeted towards one person in a security guard situation, not security guard and family.	

<p><b><u>! Tenneson Engineering Water System Upgrade Report</u></b></p>	<p>A draft copy of the Tenneson Engineering report regarding infrastructure and water system upgrades at Bingen Point was provided for the PC. Tenneson feels that the port can meet the building and fire code fire flow standard of 3,250 gpm. A final copy will be forthcoming. It appears that the water system could be looped for approximately \$500,000. It could be feasible to do other utility improvements at the same time when this project moves forward, if funding could be secured.</p>	
<p><b><u>! Bldg 1E Pre-loading</u></b></p>	<p>Exec.D Sherwood reported that she and a soils engineer from GN Northern visited four local sites obtaining rock samples to determine a source for appropriate rock to pre-load the building site for Building 1E. One of the sites was recommended by PC Ford and belongs to KC. The James Dean pit and the KC pit were acceptable; the Dean pit being the best of the two. The Mid-Columbia Asphalt pit and the SDS pit were unacceptable; SDS being the worst of the two. The SDS pit was the material used for Building 1D. The soils engineer said it has a lot of clay in it and if it gets a lot of water in it, it will pump and cause settlement. A contractor will be hired to do the excavation and placement with the rock deemed to be most appropriate by the port. The price of the rock would be negotiated by the contractor.</p>	
<p><b><u>! Rivermile 172</u></b></p>	<p>Exec.D Sherwood reported that Brad Roberts stopped by today and reported that he had closed on the Mt. Adams Loggers' Assn. property. The PC resolution waiving the port's right of first refusal has been recorded and returned. PC Vinyard asked about the agreement between Brad Roberts and the port. Counsel stated that he and Brad's attorney could not agree, but it seems that Exec.D Sherwood and Brad will be able to come to an agreement.</p>	
<p><b><u>! KC Planning Dept. Letter</u></b></p>	<p>A letter from Curt Dryer to Archaeological Investigations NW, Inc., the firm that prepared the cultural survey for the proposed Western Meat Processors project was discussed. There was some erroneous information regarding a zirconium plant included in the document which Curt took exception to and requested a corrected report be distributed to all recipients of the original. The port does not have a copy of the original report.</p>	
<p><b><u>! Western Meat Processors Letter</u></b></p>	<p>Exec.D Sherwood discussed the letter from Western Meat Processors regarding their decision to locate their project at the Port of Morrow.</p>	
<p><b><u>! Saltcakes</u></b></p>	<p>A letter was received from the Dept. of Ecology regarding a site hazard assessment to be conducted. The site has to be ranked in order to release funds for further cleanup.</p>	
<p><b><u>PC RETREAT</u></b></p>	<p>Chair Vinyard convened the 2005 retreat at 4:55. Exec.D Sherwood gave a brief update regarding the various projects that have been accomplished or undertaken this year. Byron Hanke discussed the "Big Picture" for 2006 including lease/sell determination, property development, risk assessment, marketing plans and plans, policies, ordinance, and resolution updates. George Fox discussed various financial considerations and strategies for 2006.</p>	

<b><u>ADJOURNMENT</u></b>		<i>Chair Vinyard adjourned the meeting at 8:00.</i>
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Approved on: \_\_\_\_\_  
submitted \_\_\_\_\_  
(Date)

Respectfully

Vickie L. Drew, Administrative Assistant

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Dianne Sherwood, Executive Director

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S. Wayne Vinyard, Chairman