

Klickitat County Port District
1st Regular Monthly Meeting

November 7, 2006 - 4:30 P.M. - PORT OFFICE
AGENDA

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

ADMINISTRATIVE MATTERS

Consent Agenda:

Minutes - October 10, 2006
Vouchers: October 16, 2006
Vouchers: October 30, 2006
Vouchers: October 31, 2006
Port Account Balances as of November 2, 2006
Financial Report – August 2006 (continued)
Trend Report – 3rd Quarter 2006.
Financial Report – September 2006
2007 Draft Budget: Budget Hearing November 21, 2006

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Building 1E Update
Tenneson PSC – Scope of Work

DALLESFORT INDUSTRIAL PARK:

Dallesport Log Yard Lease
DOE Fact Sheet - Salt Cakes
Reclamation Plan, RFP, PSC - Aggregate
Amerigas – Request to renew
Inquiry

MISCELLANEOUS

Broughton Landing
Assign WPPA Trustee and Alternate
Committee Updates

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

ADJOURNMENT

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES November 7, 2006 REGULAR SESSION		
<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/Bookkeeper, Margie Ziegler PC/Staff Absent: Port Counsel Teunis J. Wyers Guests Present: Matt Riley (Rapid Ready Mix), Mike Canon (KC EDA), Brad Roberts (Rivermile 172), Lee Ast (Bingen Commercial Realtor), Jason Spadero (SDS) and Steve Tessmer (Hood River).	Next Meeting: November 21, 2006 at 4:30pm.
<u>! PUBLIC COMMENT</u> <u>ADMINISTRATIVE MATTERS</u> <u>! Consent Agenda</u>	Chair Deo opened the public meeting at 4:35pm. There was no public comment. Items approved: \$ Minutes of October 10, 2006 \$ Vouchers #20897-20901; \$4,315.65 \$ Vouchers #20902-20930; \$48,872.15 \$ Vouchers #20931-20945; \$10,114.44 \$ Vouchers #20946-20967; \$254,897.27	<i>PC Ford M, PC Vinyard S a motion to approve the Consent Agenda as presented MP</i>
<u>! Port Account Balances as of 11-2-06</u> <u>! Financial Report August 2006 (cont)- Sept 2006</u> <u>! Trend Report 3rd Qtr 2006</u> <u>! 2007 Draft Budget</u>	Admin Asst/Bkcp Ziegler informed the PC that the revised budget amount is incorrect for facilities & maintenance operator position. The revised budget was approved at \$38,899.91 and should have been \$44,596.69 since it represented both Ron Lethco & Jared Ladwig's positions. Exec D Sherwood asked the PC if they had any further questions regarding the August 2006 financial reports as it was continued from the prior meeting. PC had no questions. Exec D Sherwood presented the September 2006 Financial and Trend reports. She said that now all of the funds have been received for the construction of building 1E, so the financial reports show the port is not operating in a deficit. PC Deo had questions regarding OR Cherry growers lease and Dockage. Exec D Sherwood explained that the lease for OR Cherry growers has been collected in January each year. The dockage revenue is collected in the Spring and Fall when the cruise ships are in operation and docking at our property in DIP. This years collection for Timber tax has been much higher than in years past. PC Vinyard explained the timber cutting market conditions. Exec D Sherwood presented the draft budget. She asked the PC to review the draft and give input before the budget hearing Nov 21 st and the final budget must be approved by the end of November and must be filed with Klickitat County by Dec 1 st . As previously discussed, a six-year IDD of .45 per thousand is being	<i>PC Ford M, PC Vinyard S a motion to approve revision of Facilities & Maint. budget line item for 2006 to \$44,596.69. MP</i> <i>PC give input prior to Nov 21st.</i>
<u>! Port History</u>	Exec D Sherwood reported that George Domijan has completed the port history project. He collected information from our minute and resolution books and interviewed key community members and formed the Port's 61 year history. She said he did many hours of work pro bono and his donation of time was very generous. PC Deo requested that after review the history to be added to the Port's website.	<i>Add Port History Website.</i>

<p><u>EXECUTIVE DIRECTOR'S REPORT</u> <u>*Bingen Point*</u> <u>! Bldg 1E Update:</u></p>	<p>Building 1E's completion date was set as of Nov 9th. Due to Insitu's tenant improvements, three days have been added to the completion date. Team will clean the floors and Insitu plans to install a protective floor coating. The manufacturing area should be ready for Insitu on Nov 13th. The punch list is to be performed on Nov 20th. The project should be completed and Insitu can move in around Thanksgiving. There were disagreements with LL Lingberg regarding final grading that have been resolved and Mid Col Asphalt is scheduled to pave provided temperatures are 50 degrees and rising and there are no standing water pools. The landscaping will follow the paving. Randy Salisbury and Bob Westermann have both advised the port not to let the tenant move in until the project is complete.</p>	<p><i>Punch List will be preformed November 20th.</i></p>
<p><u>Tenneson PSC- Scope of Work</u></p>	<p>Exec D Sherwood asked the PC if they had any comments regarding the scope of work proposal from Tenneson Engineering for topo/grading Bingen Point properties. PC Deo confirmed that straightening the road will be included. She said Tenneson has time in their schedule to work on this project now. By consensus the PC directed Exec D. to move forward with a personal services contract with Tenneson Engineering for the work not to exceed \$38, 500.</p>	<p><i>PC consensus to enter into a PSC with Tenneson Engineering not to exceed \$38,500.</i></p>
<p><u>*Dallesport Industrial Park* (DIP)</u> <u>! Dallesport Log Yard Lease</u></p>	<p>Exec D Sherwood presented the Dallesport Log Yard lease and addendum. The addendum is a standard month to month lease for 3 portions of property adjacent to the barge dock.</p>	<p><i>PC Ford M, PC Vinyard S a motion to approve lease & addendum with Dallesport Log Yard. MP</i></p>
<p><u>! DOE Fact Sheet- Salt Cakes</u></p>	<p>Exec D Sherwood said the WA St Dept of Ecology has developed a fact sheet regarding the Ramco Saltcake Disposal Site. The DOE will be collecting public comments from October 18th to November 20th, 2006. She reported the DOE documents are at the Port Office for the public to review.</p>	
<p><u>! Reclamation Plan, RFP, PSC- Aggregate</u></p>	<p>George Bennett is no longer with SubTerra, Inc. PC Ford said George did a good job on the report and his costs are reasonable. PC Deo reviewed the report and said it was well prepared. Jim Riley has received a copy of the reclamation plan and PC deemed the report suitable for submittal to the DNR. It was the consensus of the PC to move forward with a PSC with Bennett Consulting, PLLC, in an amount not to exceed \$3,600.00.</p>	<p><i>Consensus of the PC to execute a PSC with Bennett Consulting for assistance pertaining to the DIP Aggregate Pit in an amount not to exceed \$3600.00.</i></p>
<p><u>AmeriGas- Request to renew</u></p>	<p>AmeriGas' lease is up on 11/5/06 and AmeriGas has sent a written request to renew the 1st of their two five year options. Exec D Sherwood has been working with Teunis regarding legal concerns of the lease. The original lease was signed with EmpireGas in 1991 and the company was sold to Allstar Gas, then to AmeriGas. There are numerous complications and issues that need to be resolved. AmeriGas is negotiating with another company who has approached the Port about an additional location at DIP to store tanks. Exec D Sherwood does not want to go much further with additional property until the original lease has been discussed and issues resolved. PC Ford reported that tanks stored outside of fenced area, employees are parking in easement area, and there is a tanker parked in middle of the Bergland access road. AmeriGas also needs to respond to the port regarding their safety plan. Exec D Sherwood wants to keep PC aware of any public concerns, as Jim Riley said he is going to submit written comments.. Exec D Sherwood said there will be conference call with AmeriGas and Teunis on 11/9/06.</p>	

<u>Inquiry</u>	An Interested party inquired about putting in an oval race tract at DIP. By consensus the PC was not interested in that type of use at DIP. Exec D Sherwood had suggested that they talk with the airport managers.	
<u>MISCELLANEOUS</u> <u>! Broughton Landing</u>	<p>Jason Spadero presented the Broughton Landing Resort Project. He listed the supporters of the project and also asked the Port of Klickitat for their support. He explained the challenges they are having with the Gorge Commission and how they plan to ask for an amendment to the Scenic Area Plan(SAP). Friends of the Gorge have now said they will oppose the project. The project has been carefully crafted balance to balance recreation, scenic, commercial and residential space.</p> <p>The project ties in with Fish & Wildlife to enhance a trail system that would also include the historic Broughton Mill flume. Jason explained the different elements of the amendment to the SAP: 1)Recreation: there will be a conservation easement program for 200 acres to be dedicated for recreation. 2)Scenic: key viewing areas will be enhanced and the project is laid out so that it is appealing from Highway 14 and I-84. 3)Cultural: a cultural resource analysis will be performed. He said an import part of the Broughton Mill was the flume and a museum will be located at the resort and the wig wam burner will not be removed and will be an icon of the project. 4)Economic Dev: the project will boost recreation and tourism. There will be a limited amount of commercial space so as not to compete with other cities and established areas. Retail space, a mini-store, a equipment rental shop and a restaurant are planned. It will be designed to meet the tourist's basic needs so they will go Bingen/White Salmon for their larger needs. He talked about the residential units and how they will not be time shares but joint ownership and part of a rental pool, as there will be only a small percentage of year round housing allowed. A 36 unit RV park is proposed for a later phase of the development. There is an existing water right with a 100 gallon per minute well and wastewater will be treated on site. Traffic patterns have been studied and new entrances have been taken into consideration. A new pedestrian overpass will be constructed to eliminate at ground rail crossings. They will use old mill lumber for construction. The resort will be a base camp for tourist's to stay and then they will get out and enjoy the gorge. PC Ford said lodging is badly needed on the Washington side of the Columbia. Permanent jobs will be created along with enhancing the area. Jason said supporting comments will be needed at public hearings. Construction is proposed to start construction within 3 to 5 years.</p>	<i>Exec D. Sherwood will draft a letter of support.</i>
<u>Assign WPPA Trustee and Alternate</u>	PC Ford will continue on in role as WPPA representative with PC Deo as the alternate.	
<u>! Committee Updates</u>	<p><u>KC EDA</u>: PC Vinyard said the next EDA meeting will be November 9th.</p> <p><u>MCEDD</u>: PC Ford said the next meeting will be December 13th.</p> <p><u>Airport</u>: PC Deo attend the meeting on October 18th. He said they plan to hire a FT maintenance person. The FFA has requested more information from Steve Tessmer regarding the golf course project.</p>	
<u>PUBLIC COMMENT</u>	<p>Mike Canon, KC EDA, reported that Kathy Norton will be leaving the EDA and going to work for the Port of The Dalles. They will be hiring a retention and expansion specialist. He will now be in White Salmon at the Pioneer Center each Thursday. CTED has been in contact with him and he would like to meet with D. Sherwood and share referrals. Mike Canon said the Broughton Project would benefit our communities and the real sensitivity that they have shown to limit the amount of commercial space in respect to the communities of White Salmon and Bingen shows a well thought out plan for our area.</p> <p>Mike said we really need to step up at public hearings and speak out. PC Vinyard said he wants to be</p>	

<p><u>PUBLIC COMMENT</u> <u>continued</u></p>	<p>advised of when public hearings will be held. PC Ford suggested Jason talked with Lee Curtis at MCEDD.</p> <p>Brad Roberts stated he is glad the PC is supporting the Broughton Resort.</p> <p>Lee Ast said it is important for the PC to promote the Broughton Project in the committees that they serve. He said the growing wine industry will benefit so much from the project because there is a need for lodging on this side of the river.</p>	
<p><u>ADJOURNMENT</u></p>	<p>Adjournment 6:11pm.</p>	<p><i>Chair Deo adjourned the public meeting at 6:11pm.</i></p>

Approved on: _____
(Date)

Respectfully submitted _____
Margie Zielger, Administrative Assistant/Bookkeeper

Dianne Sherwood, Executive Director

Norm Deo, Chairman