

Agenda for Tuesday, June 05, 2001
Klickitat County Port District
1st Regular Monthly Meeting
June 5, 2001 - 4:30 P.M.

AGENDA

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

COUNSEL'S REPORT

Dallesport Foundry

ADMINISTRATIVE MATTERS

Consent Agenda:

1. Minutes - May 22, 2001
2. Vouchers - May 31, 2001- Payroll
3. Vouchers - June 5, 2001

Appointment - Sewer Advisory Board

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Road Signs

RFQ - Engineer - Dock/Ramp Project

Lakeview Blvd.

- Clean up
- CIDA Design

DALLESPORT INDUSTRIAL PARK:

Waste Water Treatment Facility

RFQ - Engineer - Infrastructure Project

KC EDA Presentation; Recommendation

Pacific Rock Products

Crane

MISCELLANEOUS

Quit Claim Deed - Bluff Property

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

ADJOURNMENT

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES June 5, 2001 REGULAR SESSION		
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	Commissioners/Staff Present: Port Commissioners (PCs) S. Wayne Vinyard, B. Marc Harvey, and Norm Deo; Executive Director (Exec.D) Dianne Sherwood; and Administrative Assistant (AA) Vickie Drew PC/Staff Absent: Port Counsel (Counsel) Teunis Wyers Guests Present: Mike Smith (Dallesport)	
<u>PUBLIC COMMENT</u>	Chair Harvey opened the public meeting at 4:39. There was no public comment.	
<u>COUNSEL'S REPORT</u>	<ul style="list-style-type: none"> • Counsel had a prior commitment. Exec.D Sherwood reported that Dallesport Foundry has not made their May land sale contract payment nor their June payment which was due on the 1st. Counsel sent a default letter to Dallesport Foundry and a copy was included in the PC packets. AA Drew received a call from Bob Bellamy, General Manager of Dallesport Foundry, on May 31 wherein he stated that they intend to cash out the land sale contract in the next 15 to 30 days. 	
<u>ADMINISTRATIVE MATTERS</u> <u>! Consent Agenda</u>	Correction to voucher numbers on the cover sheet for the June 5 vouchers. Items approved: <ul style="list-style-type: none"> • Minutes of May 22, 2001 • Vouchers #16465 - #16477; \$7,994.72 • Vouchers #16478 - #16490; \$2,580.30 	<i>PC Vinyard moved to approve the Consent Agenda as presented with the noted correction; seconded by PC Deo -- motion carried.</i>
<u>! Appointment - Sewer Advisory Board</u>	Exec.D Sherwood discussed KC's desire to formally appoint a Sewer Review Committee of four members. KC intends that the Port and PUD share the same representative. PC Harvey felt it was appropriate to have a representative from each agency as there are totally different interests involved. Exec.D Sherwood proposed that the Port select a representative; the PUD select a representative and then let KC decide either to accept a representative from each agency or they would have to choose one of the two to represent both agencies. PC consensus for Exec.D Sherwood to represent the Port on the Sewer Review Committee, to recommend that the PUD be allowed a representative, and if not, then KC should choose a representative between the two agencies.	<i>Exec.D Sherwood will write a letter to KC stating the PC decision.</i>

<p><u>! Port Debt Limitation</u></p>	<p>Exec.D Sherwood discussed the Port's current debt load and capacity. Currently the Port's debt load is \$806,846.00 (which is principal only). RCW's limit the Port's debt load to one-fourth of one percent of the assessed property value in the district (2001 - \$639,378,358.); current limit \$1,598,446. The remaining capacity is \$791,600.00. Looking at the remaining capacity, a building at Bingen Point, infrastructure at Dallesport, or even a building at Dallesport would consume that capacity very quickly. There is a provision that would allow three-eighths of one percent, which would provide for a remaining capacity of \$1,590,823.00, providing criteria is met which includes: an updated Comprehensive Plan for Harbor Improvements or industrial development approval by the Office of Trade and Economic Development (OTED); that the indebtedness may only be used to acquire or construct a facility; and there must be a five year lease in place. It's easy to see that a project such as the infrastructure improvements at Dallesport Industrial Park (DIP), at a cost of \$1,800,000.00, is beyond the Port's capacity without a substantial amount of grant funding.</p>	
<p><u>! Sprint Easement</u></p>	<p>Exec.D Sherwood reported that all requested changes to the easement document have been incorporated. The document was executed by PC Secretary Deo's signature.</p>	
<p><u>! EXECUTIVE DIRECTOR'S REPORT</u> <u>*BINGEN POINT*</u> <u>! Road Signs</u></p>	<p>Exec.D Sherwood reported that the new road signs have been installed at Bingen Point.</p>	
<p><u>! RFQ - Engineer - Dock/Ramp Project</u></p>	<p>Exec.D Sherwood stated that in response to the Port's RFQ, Bell Design, who has had prior experience with the details of the project, provided a Statement of Qualifications for the Dock/Ramp project.</p>	<p><i>PC Vinyard moved to enter into a professional services agreement with Bell Design for the Bingen Point Dock/Ramp project.</i></p>
<p><u>! Lakeview Blvd.</u></p>	<ul style="list-style-type: none"> • Clean-up: Exec.D Sherwood will continue to work on getting a scope of work completed for the clean-up project so bids can be obtained. • CIDA Design: Exec.D Sherwood displayed the planting plan designed by CIDA for the entrance roadway. She suggested taking PC Vinyard's recommendation to heel the little Ponderosa Pine and Douglas Fir trees in until fall, at which time the Cub Scouts could plant them with more hope of their survival. The CIDA plan provides for the trees to be planted in clumps which would provide openings along the road allowing for views of the Lake. Other trees included in the plan are Red Sunset Maple, Columnar Hornbeam, and Seedless Ash. It will be necessary to ensure that the area is sprayed to remove all of the berry bushes and other foliage that could overrun the planted area. 	

<p><u>! Miniature Golf Proposal</u></p>	<p>Exec.D Sherwood discussed a proposal to construct a miniature golf course at Bingen Point which would be open seasonally from May 1 to September 1 and employ, at the most, 4 people if they entertained 100 people an hour. The proposed tenant would like a long-term lease on one acre that is visible from Hwy 14 and Hwy 84. PC Deo was familiar with this project and stated that he would be more receptive if a business plan was presented which showed that this venture would be successful. PC Vinyard was anxious about conceding light industry sites that could provide 14-20 family wage jobs on one acre compared to a minimum wage golf course that operates four months out of the year. PC Harvey felt this use might be inconsistent with what the Port is trying to do, and that we need to be conscious of the blending of different businesses.</p>	
<p><u>*DALLESPO INDUSTRIAL PARK* ! Waste Water Treatment Facility</u></p>	<p>Exec.D Sherwood stated that the latest report is that KC will go out to bid in July for construction of the Waste Water Treatment Facility.</p>	
<p><u>! RFQ - Engineer - Infrastructure Project</u></p>	<p>Exec.D Sherwood presented the Statements of Qualifications received for the DIP infrastructure project to the PC for review. Five firms responded to the RFQ and, as determined at the May 22 meeting, their statements will be scored by Exec.D Sherwood and PC Deo. She would like to have the scoring done by the 15th.</p>	
<p><u>! KC EDA Presentation: Recommendation</u></p>	<p>The KC EDA board has determined to recommend to the KC BOC that they grant \$129,521 to the Port for the remainder of the engineering costs for the DIP infrastructure project.</p>	
<p><u>! Pacific Rock Products</u></p>	<p>Exec.D Sherwood discussed her memo which outlined the points of discussion from her meeting on Friday, May 31, with John Shafer of Pacific Rock Products (Pac Rock). Topics included royalty, term, ownership of in-water improvements, conveyor use, and lease rent. Pac Rock is very firm on the royalty rate of \$.11/ton and the term of 32 years. John felt they could accommodate the Port at approximately \$78.00 per hour for use of their conveyor. Exec.D Sherwood recommended that if the PC are O.K. with the .11¢ royalty and 32-year term, that the Port begin negotiations to come to terms. PC Deo would like to see a provision that requires the facility to be up and running within a certain time period after permits are issued. He was also concerned about time allotted for other users of the conveyor and the number of jobs created. Exec.D Sherwood will discuss these issues with Mr. Shafer. PC consensus to pursue negotiations to come to terms with Pac Rock.</p>	<p><i>Exec.D Sherwood will notify John Shafer that the Port wishes to pursue negotiations for an aggregate load-out facility.</i></p>
<p><u>! Crane</u></p>	<p>Exec.D Sherwood discussed the copy of the eBay ad for the sale of the DIP crane. The high bid so far is \$5.50 and bidding closes Saturday, June 9.</p>	

<u>! Water Hook-up Fees</u>	Exec.D Sherwood reported that Royal Hovinghoff has again inquired regarding the cost to hook-up to the Port's water system. She suggested that Mr. Hovinghoff be allowed to get a meter professionally installed and inspected and not charge him a hook-up fee. PC consensus.	
<u>! Water meter</u>	Exec.D Sherwood reported that Maint. Tech. Lethco brought to her attention that the Port has a two-inch water meter that was removed when the Bingen Point line was changed to a 3/4 inch meter. She proposed that this meter be installed on the two-inch outlet that Dallesport Log Yard is using to fill their water trucks. She will have Ron contact Pronto Plumbing for a price estimate for installation of the meter. PC Vinyard suggested running a temporary water line down to the dock for Weyerhaeuser's use for fire suppression. Exec.D Sherwood stated that Chuck Lappe (Weyerhaeuser) has always been interested in having water available at the site. Discussion followed regarding the best way to get water there.	
<u>MISCELLANEOUS</u> <u>! Quit Claim Deed - Bluff Property</u>	Exec.D Sherwood discussed the quit claim deed she signed releasing the Port's interest in property at the Overlander's Bluff which had been sold a number of years ago. It was an administrative oversight by Columbia Title, as lot lines were adjusted and the property should have been reconveyed each time it was re-platted.	
<u>! Narindar Kumar</u>	PC Harvey inquired if there was any further information regarding the recent death of Narindar Kumar, former Port CPA. Exec.D Sherwood explained that he'd had a massive heart attack.	
<u>! Fire Fuels</u>	PC Harvey was contacted by Brian Shortt asking for the Port's support of his effort to explore the use of fire fuels to supply alternate energy plants. PC Vinyard felt there was nothing in it for the Port and was reluctant to put much effort into this project. Exec.D Sherwood stated that she came away from the meeting on May 25 with the feeling that there was no consensus regarding any one project that might work. Exec.D Sherwood is looking forward to seeing Mr. Shortt's memo and what he thought was accomplished during the meeting and if he felt that a project had been targeted. PC Harvey stated that Mr. Shortt would like a letter of support from the Port to send to various state officials. PC consensus for Exec.D Sherwood to draft a letter of support.	<i>Exec.D Sherwood will draft a letter of support for Mr. Shortt's project.</i>
<u>PUBLIC COMMENT</u>		
<u>! Crane</u>	Mike Smith stated that the Port of Umatilla was looking for a crane and asked if they had contacted the Port.	<i>Exec.D Sherwood will contact the Port of Umatilla regarding the crane.</i>
<u>ADJOURNMENT</u>		<i>PC Vinyard moved to adjourn at 6:21; seconded by PC Deo -- motion carried.</i>

June 5, 2001

Page 7

Approved on: _____
submitted _____
(Date)

Dianne Sherwood, Executive Director

Respectfully

Vickie L. Drew, Administrative Assistant

B. Marc Harvey, Chairman