

Agenda for Tuesday, October 01, 2002
Klickitat County Port District
1st Regular Monthly Meeting
October 1, 2002 - 4:30 P.M. - PORT OFFICE

AGENDA

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

ADMINISTRATIVE MATTERS

Consent Agenda:

September 17, 2002 Minutes

Vouchers

Mission Statement Review

2003 Goals

Project Priorities

Policies

EXECUTIVE DIRECTOR'S REPORT

MISCELLANEOUS

Committee Updates

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

ADJOURNMENT

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES October 1, 2002 REGULAR SESSION		
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo and S. Wayne Vinyard, Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant (AA) Vickie Drew. PC/Staff Absent: Port Counsel (Counsel) Teunis J. Wyers, PC Rodger Ford Guests Present: Marc Harvey (Lyle), Mike Smith (Dallesport), Tom Seifert (KC Res. Dev.) and Matt Riley (Riley Bros. Concrete).	
<u>PUBLIC COMMENT</u>	Chair Vinyard opened the public meeting at 4:38. Marc Harvey stated that it has been very nice to read the minutes on the Port's website, however, he noted the proliferation of acronyms. AA Drew will be more careful about writing out the complete name.	
<u>COUNSEL'S REPORT</u>	Counsel's presence was not requested.	
<u>Washington Public Ports Association (WPPA) Foundation Scholarship</u>	The topic of the WPPA Foundation Scholarship briefly discussed at the September 17 PC meeting was inadvertently omitted from the minutes. The scholarship is for up to \$4,500.00 towards the cost of an advanced education/training program. The deadline for application is October 18 and the PC reached consensus that Exec.D Sherwood should apply for the scholarship.	
<u>ADMINISTRATIVE MATTERS</u> <u>! Consent Agenda</u>	Items approved: <ul style="list-style-type: none"> • Minutes of September 17, 2002 • Vouchers #17673-17686; \$8,100.70 • Vouchers #17687-17703; \$3,241.33 PC Deo questioned voucher #17694 for accounting services.	<i>PC Deo moved to approve the Consent Agenda as presented; seconded by PC Vinyard -- motion carried.</i>
<u>! Mission Statement Review</u>	It was determined that the PC would just scan through the mission statement, goals, project priorities and policies in light of PC Ford's absence. PC Vinyard suggested making the mission statement much shorter. It was determined that a draft of the mission statement would read: Create economic opportunities and enhance quality of life for local residents. The goals stated in the 2002 mission statement will be stated as 2003 objectives.	

<p><u>! 2003 Goals</u></p>	<p>Development of marketing plans for Bingen Point and Dallesport has been accomplished and will be removed from the list. Exec.D Sherwood discussed the Mt. Adams Loggers' Association's recent lease of their property to Dennis Schultz. Mr. Schultz will be gating the road at each end of their property. Discussion followed regarding driving access all the way around the Port's property. PC Vinyard suggested revisiting the Economic Opportunity Study by Dick Hill. Exec.D Sherwood proceeded through the list of goals noting those that have been completed. The Hwy 14 fill and berm project was added to the Bingen Point short-term list and pursuit of an easement from the Corps of Engineers for a water line to the Weyerhaeuser/dock area was added to the Dallesport short-term list.</p>	
<p><u>! Project Priorities</u></p>	<p>Exec.D Sherwood went through the list of priorities. The PC rearranged some of the items and those that have been completed will be removed from the list.</p>	
<p><u>! Policies</u></p>	<p>Exec.D Sherwood suggested that a personnel policy update would be a good project for next year. The port's fee schedule including water rates was discussed. Exec.D Sherwood will request a copy of the water rate survey that was done by KC in preparing the Dallesport Water System Plan.</p>	
<p><u>! Department of Retirement Systems (DRS) Audit</u></p>	<p>Exec.D Sherwood reported that the Department of Retirement Systems conducted an audit of the Port's compliance with reporting requirements. A letter was received from the DRS reporting that we are in compliance and there were no findings.</p>	
<p><u>! EXECUTIVE DIRECTOR'S REPORT</u> <u>! Referendum 51</u></p>	<p>Exec.D Sherwood discussed the letter from WPPA's Executive Committee requesting the Port take a position on Referendum 51. Referendum 51 proposes an increase in the gas tax of \$.07. R-51 would assist the state in it's transportation needs. The additional \$23MM in revenue generated by KC would only result in an additional \$2MM in local projects over and above previous commitments and normal state revenues. PC consensus not to respond to the request.</p>	
<p><u>! Mount Adams Loggers' Assoc. (MALA)</u></p>	<p>Covered during goals discussion.</p>	
<p><u>! Bingen Lake/Dept. of Ecology/Fish & Wildlife Fill Project</u></p>	<p>Exec.D Sherwood reported that KC Planning will not require the Port to complete a new SEPA checklist. Cathy Reed (DOE) sent conditions that would be required if the Port modified the fill permit to only allow filling on Parcels 1-3 and address parcels 4 & 5 at a later time. PC consensus to modify the permit and fill only on Parcels 1-3 at this time.</p>	
<p><u>! Joint Workshop with KC Board of Commissioners</u></p>	<p>Exec.D Sherwood asked the PC to check their schedules for dates in November that may work for a joint meeting with the KC Board of Commissioners. November 20 in Goldendale will be set up.</p>	
<p><u>! Building 1D</u></p>	<p>Randy Salisbury of DSP Architecture recommended that getting the soils analysis done would speed things along for them. He suggested that if the Port wishes to do so, entering into a contract directly with their soils engineer (GeoTech) would save the Port DSP's 15% markup. PC consensus to go ahead with the soils tests.</p>	

<p><u>! Insitu</u></p>	<p>Exec.D Sherwood discussed the drawings of the tenant improvements proposed by Insitu. They will be adding 1,489 sq. ft. of additional space on a second floor mezzanine within Building 1A. PC consensus to approve the plans.</p>	<p><i>Exec.D Sherwood will notify Insitu that their plans have been approved by the Port and that they may move forward with a building permit.</i></p>
<p><u>MISCELLANEOUS</u> <u>! Committee Updates</u></p>	<p><u>AIRPort</u>: PC Deo had no report. <u>MCEDD</u>: PC Ford absent. <u>BRIDGE/HWY 35</u>: PC Ford absent. <u>KC PEDA</u>: PC Vinyard attended a meeting on September 25 but had nothing to report.</p>	
<p><u>PUBLIC COMMENT</u></p>	<p>Marc Harvey stated that he felt that PCs Deo and Vinyard, Exec.D Sherwood and AA Drew are all worth \$165.00 per hour (referencing outside consultant expense).</p>	
<p><u>ADJOURNMENT</u></p>		<p><i>PC Deo moved to adjourn at 6:37; 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