

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES February 6, 2007 REGULAR SESSION		
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	<p>Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford & Wayne Vinyard; Port Counsel Teunis J. Wyers;, Byron Hanke, Port Consultant; Executive Director (Exec.D) Dianne Sherwood, and Administrative Assistant/Bookkeeper, Margie Ziegler</p> <p>PC/Staff Absent: none</p> <p>Guests Present: Matt Riley, (Rapid Ready Mix Inc); Jim Riley and Tony Riley, (Riley Brothers Concrete); Lee Ast, Brad Roberts, George Bennett,(Consultant); and Mike Canon, (KC Economic Development).</p>	Meeting called to order 4:30 PM
<u>GUEST SPEAKER</u>	<p>Exec D. Sherwood introduced George Bennett and asked him to talk about the RFP for aggregate mining. Potential aggregate producers have been asked to submit proposals to the Port Office no later than Feb 16, or postmarked by Feb 17, 2007. Exec D. Sherwood received a call from the DNR(Department of Natural Resources) saying they are back logged in getting the SEPA handled, and recommended the Port be the lead on the SEPA. Bennett said if the Port becomes the lead on the SEPA then it could be challenged. Bennett said that the Port does not have staff (like the DNR) to do environmental, drainage, traffic, wildlife and cultural reviews. Bennett wrote the environmental check list for the permit, and Klickitat County said "no" to being the lead in the SEPA. By WAC it defaults back to the DNR and Bennett recommended the DNR handle the SEPA. PC Vinyard said it is good that someone other that the Port is doing the SEPA.</p> <p>Bennett discussed production goals to be set aside for local supply. Bennett said language could be added to a lease to designate a number of tons for local supply. In order to increase the Port's cash flow, Bennett recommended the Port's lease set a minium and maximum production amount. Exec Dir Sherwood hoped to also spark interest in a operator who may also have an ancillary use, ie; construction company that makes preform tilt walls, etc.</p>	Exec Dir Sherwood will contact the DNR and let them know they are the lead in the SEPA
<u>GUEST SPEAKER continued</u>	<p>PC Deo asked if the local supply parameters should have been set in the RFP. Bennett said you do not want too much in our RFP. You want to see which operators are interested and then negotiate with them to get the best deal for the Port. Bennett recommended that the Port require that they receive any data generated by the operators from any test holes. Bennett estimated there might be 4 million tons of material. He said there is also a fair amount of sand and that could also be marketed. Jim Riley gave comment on his experience with determining the amount of rock at the site. Riley said he has dug thirty-five feet down and has not hit any bedrock ledges. Jim Riley also gave his opnion of large rock companies and how they are buying and leasing property in order to secure future rock resources so that they can sell their rock companies. PC Ford said the Port not looking for someone to put in a response only to just sit on the rock. PC Vinyard asked if the lease could have language stating a community rate. PC Vinyard does not want to see the Port incur costs to monitor a stock pile. Bennett suggested marking off an area to serve the local market. PC Deo said it would be to the Port's advantage to get the material mined and the port could sell it to a processor. PC Deo said the key issue</p>	

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	<p>process.</p> <p>Port Counsel Wyers and Exec Dir Sherwood have finished the details of ICE's draft lease. They are also working a draft lease with Verizon for antenna placement on the Port's DIP water tower.</p>	
<p><u>ADMINISTRATIVE MATTERS</u> <u>Consent Agenda</u></p>	<p>Items approved: Minutes of January 16, 2007 Vouchers - January 31, 2007 Vouchers - February 6, 2007</p>	<p><i>PC Vinyard M, PC Deo S a motion to approve the Consent Agenda. MP</i></p>
<p><u>Resolution 2-2007</u> <u>Appointment of Agent to Receive Claims</u></p>	<p>Exec Dir Sherwood said this resolution is to comply with RCW 4.96.020. Our insurance carrier Washington Governmental Entity Pool sent a draft resolution for the Port to follow. This resolution appoints Dianne Sherwood as the appointed agent to receive claims. As required, this resolution will be recorded with the Klickitat County Auditor's Office.</p>	<p><i>PC Deo M, PC Vinyard S a motion to approve Resolution 2-2007 Delegating Exec Dir Sherwood as agent. MP.</i></p>
<p><u>Maintenance Assistant Position</u> <u>Recommendation</u></p>	<p>56 applicants for the maintenance position were considered. Staff and PC Deo interviewed the top final three applicants and Exec Dir Sherwood recommended hiring Estabon Sanchez. He comes with good experience from the City of Bingen. PC Deo said he was very satisfied with our selection. The PC concurred with this accepted beginning rate of \$14.60 per hour. Exec Dir Sherwood will write a letter to Estabon Sanchez stating his hire date of March 5, 2007.</p>	<p><i>By Consensus the PC agreed to hire Estabon Sanchez as our new Maintenance Assistant starting March 5, 2007.</i></p>
<p><u>Marketing & Public Relations Position</u> <u>Interviews</u></p>	<p>Exec Dir. Sherwood said 25 applications were received. Byron Hanke and Exec Dir Sherwood will interview the top eight applicants this week. PC Deo will assist in the second interviews of top three applicants.</p>	
<p><u>Executive Director's Report</u> <u>Bingen Point</u></p>	<p>Exec Dir Sherwood said Bldg. 1E's landscaping remains to be completed (weather permitting). An outstanding issue is the asphalt and the PC were given a copy of the recommendation by Hopper, Dennis and Jellison. The Port has not paid TEAM for the asphalt work. TEAM will come back to the Port after discussion with Mid Columbia Asphalt. Mid Columbia Asphalt has filed a lien against TEAM construction for non payment.</p>	
<p><u>Bldg 1E Update:</u></p>	<p>PC Ford reminded everyone that the Insitu open house is by invitation only. Exec Dir Sherwood hopes that the PC have their calendars marked and plan on attending. Mike Canon, KC EDA, agreed to help invite dignitaries and members from KC EDA, CTED and CERB.</p>	
<p><u>Dallesport Industrial Park* (DIP)</u> <u>Williams Gas Pipeline</u></p>	<p>Exec Dir Sherwood met with representatives from Williams Pipeline on January 31, 2007. They stated at the meeting that they will be moving the gas line between June 25 to -Sept 15, 2007. Williams stated they will move the gas line out of the mining area as well.</p>	
<p><u>Dallesport Industrial Park* (DIP) continued</u></p>	<p>Exec. Dir Sherwood said that the OR Cherry Growers did not want to renew their lease at the new rate. The building will be cleaned up and maintenance performed. Exec Dir Sherwood said she has an interested person who wants to purchase the building for \$500,000. Our insurance company stated the value of the building is 4 million. The port knows it costs \$2.5 million to build a 18,000 sq ft building. PC concurred the Port should spend more than one week marketing the property.</p>	<p><i>By Consensus the PC agreed they would not to sell the OR Cherry Growers building for \$500,000.</i></p>
<p><u>Oregon Cherry Growers</u></p>		
<p><u>MISCELLANEOUS</u></p>	<p>KC sent a letter to Rep. Jim Honeyford asking for support for the City of White Salmon water infrastructure needs. The letter is asks for \$1.5 million dollars for infrastructure for water delivery and source.</p>	
<p><u>Committee Update:</u></p>	<p>PC Ford: MCEDD Retreat will be held on Feb 17th. PC Deo: no report PC Vinyard: Next EDA meeting will be Thursday, Feb 15th. He said there is a lot of pressure on the EDA Board</p>	

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Public Comment:

to divided the funds amongst the many community requests.

Lee Ast feels the Port has done a great job looking at the big and small picture of rock and aggregate and will provide the best solution for KC.

ADJOURNMENT

Jim Riley said they are moving the batch plant by March 4th.

Meeting Adjourned at 6.17 pm.

Approved on: _____
(Date)

Margie Ziegler, Administrative Assistant

Dianne Sherwood, Executive Director

Rodger Ford, Chairman