

March 6, 2007

<b>PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES March 6, 2007 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; Executive Director (Exec.D) Dianne Sherwood and Administrative Assistant/Bookkeeper, Margie Ziegler.</p> <p><b>PC/Staff Absent:</b> Port Counsel Teunis J. Wyers</p> <p><b>Guests Present:</b> Matt Riley, (Rapid Ready Mix Inc); Jim Riley, (Riley Brothers Concrete); Peter Shames, (Hood River Sand &amp; Gravel); Jeff Dean, (James Dean Construction); Lee Ast, (Ast Comm. Real Estate); Reggie Sherwood.</p>	Meeting called to order 4:30 pm
<p><b><u>PUBLIC COMMENT</u></b></p> <p><b><u>ADMINISTRATIVE MATTERS</u></b></p> <p><b><u>Consent Agenda</u></b></p> <p><b><u>Dog Control</u></b></p> <p><b><u>Special Agreement Water Columbia RV Park</u></b></p> <p><b><u>Purchase of New Port Vehicle</u></b></p> <p><b><u>James Dean Construction Month to Month Agreement</u></b></p> <p><b><u>Executive Director's Report Bingen Point</u></b></p> <p><b><u>Bldg 1E Update:</u></b></p> <p><b><u>Change Order #2</u></b></p>	<p>Jeffery Dean, James Dean Construction, submitted a letter regarding the RFP for aggregate mining. (Exhibit A) The letter gave his opinion to the PC regarding the draw backs to having multiple operators and potential negative effects to servicing the local market.</p> <p>Items approved: Minutes of February 20, 2007 Vouchers - February 28, 2007 Vouchers - March 6, 2007</p> <p>There was discussion regarding the newly purchased Dogipot stations and the need for health issues and public awareness to the public and tenants. There was discussion of developing a dog control policy that would include making the Bingen Lake trails off leash areas and making the Marina Park and Bingen Point Sailboard Par a "dogs on leash only" or "under owner's control" areas.</p> <p>Exec Dir Sherwood reported that in 1994 the RV Park hooked up to the Port's water system under a Special Agreement with the Port. The intent was for the RV Park to develop their own water source after the DOE issued the RV Park a water right. The DIP water system is now classified by the Dept of Health as BLUE, which means the system is adequate for existing uses, but not adequate for growth. The Eieslands informed the PC at the 2/20/07 PC Meeting that they anticipate increasing their RV sites to 100 from 42. This special agreement is for only 42 connections and all terms and conditions are the same as the original agreement with the Eieslands. A letter will be sent to the Eieslands requesting copies of their expansion plans prior to anticipating the need for additional water.. Once the plans are received from the Eieslands, they will be submitted to the Dept of Health for approval of the Port's expanded permit. The Eieslands agreement with KC County which provides payment of the RV Park's water billing to the Port was negotiated for a period of 10 years for the value of the wastewater line easement over their property. The Port's special agreement with the Eieslands will be reviewed on a yearly basis.</p> <p>Exec Dir Sherwood presented a list of bids for a new maintenance truck. PC Deo advised that the Dodge Dakota would be the best selection for the Port's needs.</p> <p>Exec Dir Sherwood stated that James Dean Construction has requested leasing the fenced area of Parcel #42A for staging fuel trucks and other trucks to be used on the Ramco Salt Cake clean up project for DOE.. James Dean Construction will need the area on a month to month basis for approximately two to three months.</p> <p>Exec Dir Sherwood explained the change order #2 to increase the Team Construction Contract by \$2,991.69. One of the charges was to reduce the water meter adapter from a 2" to 1.5", this reduced the cost of the water connection from the City of Bingen because hook-ups are based on meter size. She said Randy at DSP and Bob Westermann have both reviewed and approved the change order.</p>	<p><i>PC Deo M, PC Vinyard S a motion to approve the Consent Agenda. MP</i></p> <p><i>PC Vinyard M, PC Deo S a motion to extended Special Agreement for water with the Eieslands. MP</i></p> <p><i>By consensus, the PC agreed the Dodge Dakota truck should be purchased.</i></p> <p><i>PC Deo M, PC Vinyard S, to approve a month to month lease with James Dean Construction. MP</i></p> <p><i>PC Deo M, PC Vinyard S, to approve Change Order #2 to increase Team Construction Contract in the amount of \$2,991.69.</i></p>

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**Asphalt**

Exec Dir Sherwood had a discussion with Brian Wells (Team Construction), Ken Dragoo (Mid Columbia Asphalt) and Bob Westermann (Westermann Contracting) on 3/1/07 regarding the quality of the asphalt at building 1E. Mid Columbia will add sand to a slurry and use a blow torch to level areas. Then a final slurry top coat sealer will be applied over the entire parking area. Mid Columbia is planning to do this project on a weekend prior to Memorial Day. The repair will not be a cost to the Port. Team requested approval to pay Mid Columbia in full if granted, now Team Construction's entire retainage(over \$90,000) will be withheld if the asphalt is not repaired to our standards. Mid Columbia will modify their letter to include more specifically and will submit to the Port.

**Ribbon Cutting-Bldg 1E**

Exec Dir Sherwood reminded the PC of the ribbon cutting on March 9<sup>th</sup>, 2007. She said Jim Jacks from the Governor's office will be there. Reminder emails have been sent out to everyone. Exec Dir Sherwood will thank CERB, KC County, and the EDA board for their support and partnership of the project.

**Dallesport Industrial Park\* (DIP)**

Exec Dir Sherwood introduced the RFP responders in the audience: Peter Shames, (HR Sand and Gravel), Matt Riley, (Riley Brothers) and Jeff Dean (James Dean Construction).

**RFP Aggregate Mining**

The Port received excellent responses to the request for proposals (RFP) for Aggregate Mining. Some of information in the RFP's is confidential to the responders. How to best ensure confidentiality was discussed. It would be good to have George Bennett present when we hold a meeting with the public at a later date. The PC meeting on 3/20/07 will start at 4:00pm followed by an executive session not to exceed three hours to discuss the RFP responses. ***(Editor's Note: Staff will, instead offer analysis of recommendation to the PC).***

**Draft Interim Agreement Riley Brothers Concrete**

Exec Dir Sherwood said that Port Counsel Wyers is on vacation and George Bennett, Rock Consultant, offered his suggestions regarding minimum royalty requirements through an email. Exec Dir Sherwood now needs feedback from the PC on how to proceed. She did not receive any PC feedback prior the meeting. PC Deo feels the information also needs to be discussed and needs to be analyzed and the items Bennett has brought up need to be discussed. Exec Dir Sherwood tried to extract the information from George Bennett's email into a draft agreement. PC Ford said there are a lot of items Bennett has brought up that he feels needs to be looked at closely before we make a final decision. Counsel Wyers had suggested we follow Bennett's recommendations by taking Bennett's comments and making a draft agreement. PC Deo suggested Jim Riley be giving a copy of the draft agreement, and for Jim Riley to give the PC his comments so that they could then be discussed with Bennett. PC Ford asked Jim Riley if he is set up to start mining again and asked if he has adequate materials on site to continue operations without mining at the present time. Jim Riley responded that he is about out of rock and could operate for a month or two on what he has on site. Exec Dir Sherwood asked Jim Riley how many tons of rock he has stocked piled on site now. Jim responded that he has a lot of drain rock and a couple thousand tons of sand and one thousand ton of concrete aggregate.

**Williams Gas Pipeline**

Exec Dir Sherwood said a meeting was held on February 27<sup>th</sup> with PC Deo, Port Counsel Wyers, and representatives from William Gas Pipeline. Initially, Williams had said they were not going to move the gas line even though they had already given the Port a construction start date. As reported to the Port, Eiesland's interpretation of their easement discussions with Williams was shared. The Eieslands were concerned regarding how the large easement would limit their planned RV park's expansion. At the end of the meeting, Williams was receptive to moving the gas line pending receipt of a suggested route. Tenneson Engineering has been directed by Exec Dir Sherwood to come up with an alignment to go along side the BPA right-of-way and cross over Dock Rd. to Williams existing pipeline on parcel #17. Williams want to stay out of the BPA right-of-way. Although not finalized, the proposed Rinker alignment of a future conveyer should be considered, as it also runs parallel to the BPA right-of-way. Exec Dir Sherwood said Williams agreed to a 40 foot

*By consensus the PC agreed to hold an executive session at the March 20<sup>th</sup> meeting to discuss the RFP's. (See Editor's Note)*

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**MISCELLANEOUS**

**Committee Update:**

easement, and had suggested purchase of the effected lots (which would not meet the Port's goals for development). Williams does not want to run adjacent to the Wisham tribal cemetery, so a different alignment is preferred. Exec. Dir Sherwood will get back to the PC regarding Tenneson's alignment recommendations.

PC Ford: nothing

PC Deo: no airport meeting.

PC Vinyard: The next EDA meeting will review the EDA Strategic Plan, Airport developments, update on White Salmon's water projects, and an update and progress on the community development grants.

Exec Dir Sherwood asked if anyone wanted to attend the Workforce Summit. No PC members can attend.

Jared Ladwig has requested to attend the Washington Water Operations Workshop at Ocean Shores on March 19-22, 2007. This opportunity will allow Jared to receive CEU's (continuing education units) for his water certification.

**Public Comment**

Jeff Dean, James Dean Construction (JDC), gave an update on their Ramco Salt Cake removal project for the Dept of Ecology (DOE). About 7,000 tons of have been moved out and about 14,000 tons remain to be removed. DOE estimates 52,140 tons of material to be move out in both phases and they are talking about finding money to do all phases now. JDC is screening to 1 ½ minus and then they will come back to crush the oversized material. They estimate the project will take about 3 months to complete. The current weather is excellent as dust is not yet a problem because the material is somewhat wet. All hauling has to be covered and the material is going Wasco.

Exec Dir Sherwood gave Lee Ast an update on Building 1E's asphalt repair project.

Peter Shames, HR Sand and Gravel, said when they submitted the RFP they assumed that they would be the only operator of the quarry. There are many challenges by having multiple users of the quarry, for example: boundaries established and maintained, equipment set-up and access, traffic safety, dust control, over burden, stormwater, utilities, permits. He recommends a limited time extension to the Riley's to allow the PC to complete and review all the proposals. They may need time to remove stock piles and to allow the Port to do environmental studies. Peter wanted to make sure that these points are considered by the Port's consultant and he hopes that the Port can turn over the entire site to a new operation by winter.

**ADJOURNMENT**

The public meeting adjourned at 5:41pm and an executive session on Personnel which will start at 5:51pm for 45 minutes.

**EXECUTIVE SESSION -  
PERSONNEL**

**Those present: PCs Ford, Deo & Vinyard and Exec Dir Sherwood**

*By consensus the PC has agreed to send Jared Ladwig to training March 19-22, 2007.*

Approved on: \_\_\_\_\_  
(Date)

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Margie Ziegler, Administrative Assistant

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Dianne Sherwood, Executive Director

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Rodger Ford, Chairman