

	PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES September 4, 2007 REGULAR SESSION	
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE</u>	<p>Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford & Wayne Vinyard; Director Marketing/Public Affairs, (DM/PA) James Donnelly; Port Counsel, Teunis Wyers; and Administrative Assistant/Bookkeeper, (AA/B) Margie Ziegler.</p> <p>PC/Staff Absent: none</p> <p>Guests Present: Matt Riley, (Rapid Ready Mix Inc); Mike Canon, (KC Economic Development) Denny Newell (KC Economic Development); Tim Furlong, (KC PUD); Tom Svendsen, (KC PUD); and Ray Mosbrucker, (KC PUD); Chuck Covert, (AMI); Roy and Linda Rose, (Roseland); Ken Valentine, (HHPR); and Darrin Eckman, (Tenneson Engineering).</p>	Meeting called to order at 4:30 pm
<u>COUNSEL'S REPORT</u>	The Verizon lease is still being reviewed by Verizon's attorneys. (DM/PA) James Donnelly said Verizon may be asking for a slight modification to have the tower welded not epoxied to the water tank. With the wind loads at DIP, the PC wanted to see design criteria from an engineer regarding the installation to the tower.	
<u>Administrative Matters</u> <u>Consent Agenda</u>	Items approved: Minutes of July 30, 2007 Special Meeting Minutes Minutes of August 2, 2007 Special Meeting Minutes Minutes of August 17, 2007 Special Meeting Minutes Minutes of August 24, 2007 Minutes Vouchers - August 30, 2007 Vouchers - August 31, 2007 Vouchers - September 4, 2007	PC Vinyard M, PC Deo S a motion to approve the Consent Agenda, MP
<u>Resolution 5-2007 Designating New Signatories</u> <u>Resolution 6-2007 DIP Water Rates</u>	<p>(AA/B) Margie Ziegler presented the resolution changing signatories for the Port's bank accounts. A copy of the signed resolution will be sent to the KC Treasurer's office.</p> <p>Port Counsel Teunis Wyers had one spelling error correction on the resolution.</p>	<p><i>PC Deo M, PC Vinyard S a motion to approve Resolution 5-2007, Designating New Signatories, MP</i></p> <p><i>PC Deo M, PC Vinyard S a motion to approve Resolution 6-2007, Changing DIP Water Rates, with spelling correction, MP</i></p>

<p><u>Water System Presentation</u></p>	<p>(DM/PA) James Donnelly started the water presentation with introductions and explained that this is an informational meeting for the Port Commission and that no decisions are expected to happen this evening.</p> <p>Darrin Eckman, Tenneson Engineering, gave a report on the DIP water system and fire flow needs. Eckman explained the water needs of the port and the needs of the airport and golf course. Eckman stated the DIP reservoir has capacity for additional fire flow without exceeding the water rights. Eckman explained that the Port's water master plan would need to be updated to extend the service area in order to add additional users. Eckman said the Port would need to have an additional source of water when the Port is fully developed and that the airport's well would help serve the Port's future needs. Eckman recommends the Port and Airport be connected with a 8" transmission line from the Airport Well to the DIP reservoir and a 12" distribution line to the airport and golf course and looped back to the DIP. The cost of the project is estimated at 2.2 million. Eckman explained the regulatory process through the Dept of Health.</p> <p>Linda Rose, Roseland, said the golf course would use irrigation water only from the Eiesland well. Roy Rose, Roseland, said there is a window of opportunity during the months of Nov-Dec 2007 for water lines to be placed in the ground before the grass is planted for the golf course.</p> <p>Denny Newell, (KC EDA) stated the importance of a joint water system for the Airport water to be transported to the DIP Reservoir and to provide additional water for the DIP. Newell said there may be grant funds available from CTED for the water master plan amendment. A MOU will be drafted by Klickitat County for the combined water system.</p> <p>Mike Canon, (KC EDA), thanked the KC PUD for their interest in operating the water system.</p> <p>Tom Svendsen, KC PUD, gave an overview of the KC PUD current water operations throughout Klickitat County. The KC PUD is currently working to take over the DIP wastewater system. Svendsen said KC PUD will need a request from Port before the KC PUD will look at operating the DIP system. A proposal will then be drafted by KC PUD for operation of DIP the water system. The KC PUD will do the meter readings and billings, and tie the charges to the tenant's electric bills.</p> <p>There was discussion regarding the funding for the 2.2 million project, and Denny Newell said grants have been applied for and the cost will be paid by Roseland, The City of The Dalles, Klickitat County and the Airport. A memo of understanding is being drafted by Klickitat County.</p>	<p><i>PC Deo M, PC Vinyard S, the PC made a motion to have (DM/PA) Donnelly write a letter to the KC PUD requesting the PUD to evaluate the DIP water system and consider future operation of the DIP water system, MP</i></p>
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<p><u>Executive Director's Report Bingen Point</u></p> <p><u>Bldg 1E Update:</u></p>	<p>(AA/B) Margie Ziegler reported that Randy Salisbury, DSP, will be requesting a final pay request from Team so that retainage can be released. Team has ordered the correct gutter down spouts and will be installing them soon.</p>	
<p><u>Dallesport Industrial Park* (DIP)</u></p> <p><u>Aggregate Operator</u></p> <p><u>Riley Brothers Extension</u></p> <p><u>Williams Pipeline Easement</u></p> <p><u>DIP CC&R Report</u></p>	<p>(DM/PA) Donnelly reported that he met with James Dean Construction and PC Deo to discuss the final agreement. There continues to be an issue with the non-exclusivity language of the agreement. New language suggested by PC Deo will be added to the agreement and will be sent to the Deans for review.</p> <p>(DM/PA) Donnelly said Riley Brothers have signed an one month extension (expiring 9/30/07) to the original agreement with the stipulation that their letter of credit extends 90 days past the date of the extension, no further mining on the site and only removal of materials from the site that have already been processed, and the night watchman's trailer can stay on the property during the one-month extension or be sold to Dean or removed.</p> <p>Port Counsel Teunis Wyers said the William Pipeline Easement is being evaluated with the (Former Exec Dir) Sherwood's files to show that the easement is consistent with the Port's placement decision. Williams is requesting a 40 foot easement and the original request was to have only a 20 foot easement. (DM/PA) Donnelly said Williams has asked for a perpetual easement and they have offered to pay the Port a nominal fee for any exclusive easements. (DM/PA) Donnelly said that (Former Exec Dir) Sherwood said that the Port needs to make sure any easements crossing roadways are non-exclusive.</p> <p>(DM/PA) Donnelly said the DIP CC&R's have sunseted and he has reviewed them and compared them to The Port of The Dalles and Bingen Point. (DM/PA) Donnelly assessment of the current CC&R's is that they are professional and are not intrusive and are consistent with Port of The Dalles and allow for the development of the DIP land. (DM/PA) James Donnelly recommends to the PC to renew the CC&R's for another 10 years. The bulk of the CC&R's are restating industrial zoning language for KC County. The CC&R's for DIP differ from Bingen Point in that they state they will comply with KC County zoning language. PC Vinyard said the CC&R's should be consistent with KC County zoning. PC Ford asked if utility hook-ups are included in the CC&R's. PC Deo said he would like the CC&R's sent to the PC for review and will be discussed at the next PC Meeting.</p>	

<p><u>MARKETING REPORT</u></p>	<p>(DM/PA) Donnelly presented proposed signage at DIP. The sign would be waterproof and withstand the wind. People could see the sign from the road and a waterproof brochure would hold information flyers. Sign is roughly \$20.00 per square foot and the proposed size is 4ft by 8ft. The Port maintenance team could install the sign.</p> <p>(DM/PA) Donnelly said Green Hill Lumber, The Dalles, OR, is interest in the 101 Parallel building. They are interested in only half the space of the building and are willing to pay .30 per sq ft. Their business sizes lumber and preconstructs roof trusses. They would install a fence down the center of the building and would work together with another tenant to share the restroom and utilities. They would have approximately twenty to twenty-five employees. (DM/PA) Donnelly asked the PC if they would be interested in the potential of leasing half of the building for 5 years to one tenant.</p>	<p><i>By consensus, the PC directed (DM/PA) Donnelly to further investigate leasing the 101 Parallel Building to two tenants.</i></p>
<p><u>MISCELLANEOUS</u></p> <p><u>Committee Updates:</u></p> <p><u>Columbia Gorge Future Forum - Oct 29th</u></p> <p><u>PC Retreat - October 2nd</u></p> <p><u>WPPA Dues Formula</u></p>	<p>PC Ford: No MCEDD meeting. PC Deo: No Airport meeting PC Vinyard: Next EDA meeting September 13.</p> <p>The Columbia Gorge Future Forum will be held October 29, 2007 in The Dalles, OR.</p> <p>The PC Retreat will be held October 2, 2007 at the Lyle Hotel from 1pm-6pm. Byron Hanke and George Fox will both be in attendance.</p> <p>PC Ford said the WPPA dues formula is being recalculated and the POK dues for 2008 will be reduced. PC Ford will approve, sign and return the WPPA Trustee form.</p> <p>(DM/PA) James Donnelly is now attending weekly Rotary meetings in White Salmon.</p> <p>(DM/PA) James Donnelly said the ads have been posted for the vacant Port Director position and will appear in the Oregonian and local papers next week.</p>	<p><i>By consensus, the PC encourages (DM/PA) Donnelly to attend the Columbia Gorge Future Forum.</i></p>
<p><u>Public Comment</u></p>	<p>Matt Riley, (Rapid Ready Mix Inc), said the Port is on the right track by asking the KC PUD to operate the DIP water system.</p>	
<p><u>ADJOURNMENT</u></p>	<p>The public meeting was adjourned at 6:23pm.</p>	

Approved on: _____
 (Date)

 Margie Ziegler, Administrative Assistant

 Rodger Ford, Chairman