

PORT OF KLICKITAT
BOARD OF COMMISSIONERS MEETING MINUTES
AUGUST 5, 2008
REGULAR MEETING

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) Norm Deo; Rodger Ford; & Wayne Vinyard; Executive Director (Exec.D) Marc Thornsbury; Port Consultant Byron Hanke and Administrative Assistant/Bookkeeper (AA/B) Margie Ziegler. PC/Staff Absent: none Guests Present: Matt Riley, Rapid Ready Mix; Randy Knowles, KC PUD Commissioner; Dan Proctor & Jeremy Andersen, General Construction Co; Anthony Stout, Dallesport Foundry; and Ross Willey, Mark Savarese, and Andres Sena from Columbia Phyto Technology.	Meeting called to order at 4:30 pm.
Counsel's Report	None	
Administrative Matters Consent Agenda	Items approved: Minutes – July 15, 2008 Payroll Vouchers – July 18, 2008 #22342-22343, \$2,589.68 Payroll Vouchers – July 31, 2008 #22344-22351, \$7,069.50 Vouchers – July 31, 2008 #22352-22362, \$66,239.11 Vouchers – August 5, 2008 #22363-22387, \$11,573.66	PC Deo M, PC Ford S, to approve the consent agenda with corrections to the minutes. PC Vinyard abstained from voting because he was absent from the July 15, 2008 meeting. MP
Executive Director's Report: East Bingen Point Way Alignment	(Exec.D) Thornsbury said East Bingen Point Way will be discussed at the next meeting.	

<p>Executive Director's Report: Continued....</p> <p>DIP Wastewater Plant Update</p>	<p>(Exec.D) Thornsbery said there is no update on the DIP wastewater treatment plant.</p>	
<p>Columbia Phyto Technology Update</p>	<p>Mark Savarese gave a brief overview of Columbia Phyto Technology. Savarese said they started with seven employees and now they have fifteen employees and would like to have forty employees once they fully expand into the building. Savarese talked about making the building food grade and being able to pass inspections. Savarese said the lease addendum has been signed and a meeting was held with (Exec.D) Thornsbery and Andres Sena to start negotiating a long-term lease. Sena shared a map of the proposed building improvements and asked the PC to get any comments back to Thornsbery. Ross Willey talked about the proposed freezers. PC Deo said the key will be for CPT to work together with (Exec.D) Thornsbery and come up with a workable long-term lease. Maintenance for the building and the new roof was discussed.</p>	
<p>Reclamation Permit</p>	<p>(Exec.D) Thornsbery said the SM6 form has been signed by Klickitat County and has been received by the Dept of Natural Resources and the SEPA process will get started by the DNR so that the reclamation plan can be complete.</p>	
<p>101 Parallel Building Update</p>	<p>(Exec.D) Thornsbery said he contacted Randy at DSP and the cost to do bid specs for painting the 101 Bldg. are estimated to be \$1,000 to \$1,500. Discussion followed regarding maintenance of the 101 Bldg. Thornsbery said he estimates \$7,100 dollars to fix wall cracks and wall brackets, \$14,000 to repair doors, and painting the building at \$29,000.</p> <p>Thornsbery said the roof contract has been given to McDonald & Wettle for signature and they estimate to start work the third week of August.</p>	<p>By consensus, the PC agreed to have staff have Randy at DSP prepare bid specs for painting the 101 Bldg.</p>

101 Parallel Bldg continued...	Once the contract is received and the bond and intent to pay prevailing wages is received, the Port will then issue a notice of award and notice to proceed. PC Deo agreed to help oversee the roof repair.	
PUD Underground Utilities Project	(Exec.D) Thornsby said the PUD will start in three weeks to move the power lines off of parcels 24, 25 and 26 and reroute the power lines down Dock Road.	
Water Line Extension on Dock Rd	(Exec.D) Thornsby said he did not get information on the water line extension and it will be discussed at a later meeting.	
Potential – Tenant General Construction	(Exec.D) Thornsby introduced Dan Proctor, Project Manager for General Construction who is interested in leasing a one acre parcel for two years to stage office trailers and equipment to construct a fish wall at The Dalles Dam. Proctor said it is important to have a location that has phone and internet service and other utilities. Proctor said they will install a temporary fence and gravel the parking area. Proctor said they do not want to be on a location that they would have to relocate and they estimate to have the project done March of 2010. Proctor inquired about parcels 24 and 25. Thornsby recommended parcels 17, 34 and 38. Proctor said he needs property that does not require any site prep and already has utilities. Proctor does have a staging area on Army Corp property that is available and he wanted to inquire about options on DIP property also.	By consensus, the PC would not like to lease parcels 24 & 25 on a short-term basis, but would be willing to lease other parcels.

Potential Tenant – Self Storage	(Exec.D) Thornsby said a self storage company is interested in locating at DIP. Thornsby said there are no jobs associated with this business. Discussion followed regarding having a storage facility located off Hwy 197 on parcel 53 that would bring utilities and a road into parcel 53 that would benefit the port.	By consensus, the PC did not want staff to negotiate to lease a self storage facility unless it was out on Parcel 53 because the business has no jobs.
Forest Service Fuel Reduction Project	(Exec.D) Thornsby said he was contacted by Rich Cortese, Public Safety Director for the City of White Salmon, who wanted to know if the Port would be willing to allow a stock pile of brush for three days and then be burned by the fire department as an effort to remove fuels along roads and houses. Discussion followed regarding air quality, ecology permits, ash residue, damage to soil, and making an attractive nuisance. Other alternatives were discussed to have the brush made into fuel pellets, chipped, ground, burned at Boughton Mill, used by SDS or used by Bear Mt.	By consensus, the PC would consider a site but the material would need to be chipped or ground and removed and not burned on port property.
Bldg 1B Air conditioning	(Exec.D) Thornsby we received a second opinion regarding the air conditioning unit and they agreed that an adjustable filtering system needs to be installed. The quote was for \$860.00.	By consensus, the PC agrees that this problem is caused by the powder from the tenant's manufacturing operation and that the tenant should pay for the filtering system.
Marina Access Road	(Exec.D) Thornsby said he is interested in finding out who owns the lot above the marina access road and to find out about acquiring the parcel to relocate the road because the marina access road needs to be repaired.	
Port Attorney RFQ	(Exec.D) Thornsby asked the PC if they had any changes to the Attorney RFQ.	By consensus, the PC agreed with the Attorney RFQ and had no changes.

<p>Miscellaneous</p> <p>Committee Updates</p>	<p>Ford: None Vinyard: None Deo: None</p> <p>(Exec.D) Thornsby said the street cut repair has been completed on Dow Road.</p> <p>(Exec.D) Thornsby asked the PC for comments regarding the information from the PC Retreat. Byron Hanke asked the PC to review the list and pick out the top five things that would help Thornsby plan for next year. Thornsby also wants to know items that need to be removed from the list.</p> <p>(Exec.D) Thornsby said that he would like to purchase a laptop computer and projector that can be used for reports to community councils and the CERB board. Thornsby estimates the cost to be around \$2,000.</p> <p>PC Ford said he attended the WPPA Commissioner Conference in Blaine, WA. PC Ford said the conference was well attended and worth his time to attend.</p>	<p>By consensus, the PC directed staff to purchase a laptop computer and projector.</p>
<p>Public Comment</p>	<p>Anthony Stout, Dallesport Foundry, said that he would like to be informed when the water is shut of at DIP for repairs. Stout said a 2” line was hit by KC PUD when they were installing power to the new Underwood Fruit building.</p> <p>Matt Riley, Rapid Ready Mix, said that his fence was cut and property was stolen. Riley said he would like to work with the Port and jointly install gates on the roads to the reservoir. Riley offered to place cement blocks on each side of the gates. It was also discussed that the gates on</p>	

Public Comment continued . . .	<p>the road to the orchard need to be kept locked. Thornsbery will work with Port maintenance and get gates installed and locked. PC Vinyard also suggested talking with Klickitat County Sheriffs Department and have the roads to and around the reservoir be determined as no trespassing areas.</p> <p>Byron Hanke said he has reviewed the twelve applications for the Business Development Manager that have come to date.</p>	
Adjournment	PC Deo adjourned the PC Meeting at 6:27pm	

Approved on _____
(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsbery, Executive Director

S. Wayne Vinyard, President