

	PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES November 18, 2008 REGULAR MEETING	
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) Norm Deo, Rodger Ford and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsbury; Port Auditor George Fox, CPA and Administrative Assistant/Bookkeeper (AA/B) Margie Ziegler. <b>PC/Staff Absent:</b> none. <b>Guests Present:</b> Matt Riley, Rapid Ready Mix.	Meeting called to order at 4:31 pm.
<b>Public Hearing</b>  2009 Budget  Resolution No. 11-2008 Tax Levy  Resolution No. 12-2008 IDD  Resolution No. 13-2008 Adoption of 2009 Budget	PC Vinyard opened the Public Hearing at 4:32 pm. Port Auditor George Fox said the 2009 Budget consists of a forecast of \$1,491,208 in revenues and estimated expenses of \$1,137,794. Fox said property taxes are increased by the 1% allowable limit. Fox said the IDD taxes are a .45 per thousand of assessed value and \$250,000 of the IDD taxes collected in 2009 will be set aside to pay off the 2006 bonds. PC Vinyard closed the Public Hearing at 4:37pm. There were no public comments.	PC Ford M, to adopt Resolution No.11-2008 authorizing an increase in the Port's Property Tax Levy for 2009. PC Deo S. MP  PC Deo M, to adopt Resolution No. 12-2008 adopts the Port's IDD Property Tax Levy for 2009, PC Ford S. MP  PC Ford M, to adopt Resolution No. 13-2008 adopting the 2009 Budget, PC Deo S. MP
<b>Administrative Matters</b>  Consent Agenda	Items approved: Minutes – October 28, 2008 Payroll Vouchers – October 31, 2008, #22541 - 22561, \$41,049.39 Payroll Vouchers – November 14, 2008, #22562-22566, \$5,167.63 Wire Transfer – Nov 30, 2008, Bank of New York 03 Bonds, \$68,441.25	PC Ford M, to approve the consent agenda with changes to the minutes. PC Deo S. MP

<p><b>Executive Director's Report:</b> Resolution No. 14-2008 Cross Connection Control Policy</p>	<p>(Exec.D) Thornsby presented the cross connection policy that was prepared by Darrin Eckman at Tenneson Engineering. Thornsby said adoption of a cross connection policy is a requirement of the WA St Dept of Health. Thornsby said the cross connection policy will become a part of the water service application.</p>	<p>PC Ford M, to adopt Resolution No. 14-2008 to set a Cross Connection Control Policy, PC Deo S. MP</p>
<p>Attorney Services</p>	<p>(Exec.D) Thornsby said we have received two responses from the Attorney Services RFQ. Thornsby asked the PC if they would like to be involved in the interviews. Port Auditor Fox said both attorneys look qualified and have worked with Ports. Fox said he is available to help with the interviews and the selection process if needed. PC Deo said he would like to be part of the interviews.</p>	<p>By consensus, the PC would like to interview both attorneys and PC Deo will be involved in the interviews.</p>
<p>Barge Dock/Staging Area</p>	<p>(Exec.D) Thornsby presented a form for the Barge Dock/Staging Area use. PC Ford said a form like this may need to be created for rail use. Port Auditor Fox said deposits are not usually required from dock users and any damages are billed to the person using the dock.</p>	<p>By consensus, the PC approved the Barge Dock/Staging Area registration form.</p>
<p>101 Parallel Building</p>	<p>(Exec.D) Thornsby presented design options from Randy Salisbury, DSP Architecture, for facilities in the 101 Parallel Bldg. Discussion followed.</p>	<p>By consensus, the PC approved option "F" as the primary option and "I" as the alternate design.</p>
<p><b>Miscellaneous</b>          <b>Miscellaneous continued . . .</b></p>	<p>Committee updates:  PC Deo: None  PC Ford: The next MCEDD meeting is on December 8<sup>th</sup>.  PC Vinyard: Next EDA meeting will be November 20, 2008 but he will not be attending.  (Exec.D) Thornsby shared a letter from Tenneson Engineering regarding the DIP water reservoir. Thornsby said (Maint.Sup) Wroe will inform the Dallesport Fire Chief of the proposed reservoir configuration.</p>	

	<p>(Exec.D) Thornsbery said the Port Maintenance Staff is almost finished clearing the blackberries east of the Marina. Thornsbery said Tenneson Engineering will survey the property when the job is complete.</p> <p>(Exec.D) Thornsbery said he will be in Tacoma, WA on Nov. 19<sup>th</sup>-20<sup>th</sup> for the WPPA Annual Meeting. Thornsbery said he is also planning to meet with US Senate staff members in Seattle on Nov. 21<sup>st</sup>.</p> <p>(Exec.D) Thornsbery and PC Vinyard gave a presentation to Federal EDA for funding, in Seattle on November 17, 2008. Vinyard said Nancy White, (Custom Interface) and Mike Canon, (KC EDA) also attended. Vinyard said Thornsbery did an excellent presentation for the Bingen Point infrastructure project and proposed buildings. Vinyard said it was disappointing to learn that the Federal EDA will not fund single-tenant buildings. Thornsbery said he had not been aware of the multi-tenant requirement.</p> <p>(Exec.D) Thornsbery said (Maint.Sup) Wroe did a walk through with McDonald &amp; Wetle on the 101 parallel bldg. re-roof project and a list of corrections was compiled. Thornsbery said McDonald &amp; Wetle will schedule to make the corrections.</p>	
<b>Public Comment</b>	None	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 5.43pm	

Approved on DECEMBER 16, 2008  
(Date)

/s/ MARC D. THORNSBURY  
Marc Thornsbury, Executive Director

/s/ MARGIE ZIEGLER  
Margie Ziegler, Administrative Assistant

/s/ S. WAYNE VINYARD  
S. Wayne Vinyard, President