

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES March 3, 2009 REGULAR MEETING		
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	
Attendance	<p>Commissioner/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby; Business Development Manager (BDM) Robert Fishback and Administrative Assistant/Bookkeeper (AA/B) Margie Ziegler.</p> <p>PC/Staff Absent: none. Guests Present: Brad Roberts, Rivermile 173 and Anthony Stout, Dallesport Foundry.</p>	Meeting called to order at 4:31 pm.
Administrative Matters Consent Agenda	Minutes – February 17, 2009 Payroll Vouchers – February 27, 2009, #22782-22799, \$14,726.41 Vouchers – March 3, 2009, #22800-22817, \$20,745.75	PC Ford M, to approve the consent agenda. PC Vinyard S. MP
Executive Director’s Report: DIP Water Tower	(Exec.D) Thornsby presented options for painting the DIP reservoir. Discussion followed regarding paint color and lettering. Thornsby said he is working on a bid for painting.	By consensus, the PC directed (Exec.D) Thornsby to add a deductive alternative for lettering the reservoir to the bid.
Comprehensive Plan	(Exec.D) Thornsby asked for comments. Thornsby asked the PC if anything needs to be changed regarding goals and objectives. PC Deo wants to review notes from the last PC Retreat. PC Ford reviewed the current document and said he likes what is there but also wants to review his PC retreat notes. Thornsby said he would like to have a draft plan completed in June.	
Executive Director’s Report: Bingen Lake Pumps	(Exec.D) Thornsby said he is waiting to hear back from Bell Design. PC Deo said he gave a list of objectives to Dev Bell to design a system. PC Deo said that Bell wants to go back to the pump station and see it in operation.	

<p>Bingen Lake Perimeter</p>	<p>(Exec.D) Thornsbery talked about the perimeter of Bingen Lake regarding the wetland buffer zone. The rock berm was discussed. Thornsbery said Cathy Reed from the Dept of Ecology will be coming to the Port to review the perimeter of the lake before the March 16, 2009 Planning Commission meeting regarding the shoreline conditional use permit. PC Ford said that Reed agreed that the rock berm is outside the buffer zone and it did not need to be filled with dirt. Thornsbery asked the PC how to proceed with Ecology. PC Ford feels the Port has already jumped through hoops with Ecology and the rocks were always intended to be used to extend the rock berm. PC Deo does not want Ecology to change their decisions regarding the Port each time a permit needs approval. Thornsbery said the Port is not being asked to do a re-delineation of the lake at this time. PC Ford said the Port has been doing its part by monitoring the lake and keeping the level at the correct amount. PC Ford said the Port put a path along Lakeview Ave. because there is not a walking path on the rock berm. Slopes were discussed. PC Vinyard talked about erosion and the need to have irrigation and fertilizer if plants are to grow on fill dirt on the rock berm. PC Vinyard said if there is no fill on the rocks then there will be no erosion of the soil into the lake. PC Vinyard said the Port stayed well away from the 50' buffer. PC Deo said the Port needs to move forward and get this permit approved in addition to obtaining written approval from Ecology with details of how we are to manage the wetland. PC Vinyard said we have paid engineers to survey the area and a lot of money was spent on the rock, filter cloth and placement of the rock berm. PC Vinyard said Ecology can not be allowed to change the</p>	<p>By consensus, the PC wants to minimize costs to the Port and protect the Port's ability to develop property in the future around Bingen Lake.</p>

<p>Executive Director's Report: continued . . .</p> <p>Bingen Lake Perimeter cont...</p>	<p>boundary each time we need to have permit approval. PC Vinyard has respect for the buffer zone and the Port can help protect the wetland but it has to be a minimum cost to the Port because the Port has invested a lot of money in the rock berm. PC Ford said he hopes the rock berm can be finished in the future.</p>	
<p>Verizon Cell Site</p>	<p>(Exec.D) Thornsby is waiting for drawings regarding the microwave dish.</p>	
<p>Dow Road Salt Cakes</p>	<p>(Exec.D) Thornsby said there are no funds from Ecology at this time for cleanup. Thornsby said Wasco Co. Landfill has agreed to take the material now that an approval letter has been received from Ecology. Thornsby said James Dean Construction has been selected for a sole source contract because Dean's have prior approval from Ecology to handle the salt cake material, are aware of the safety procedures, have an agreement with Wasco Co. Landfill for disposal of salt cake material, and have already mobilized equipment and manpower at the first salt cake site. Thornsby said he has been in contact with James Dean Construction and now needs approval from the PC and a "not to exceed" amount Thornsby said that \$10,000 was budgeted in the 2009 budget for salt cake clean up. PC Deo would also like Dean's to estimate how much it will cost to finish the clean up.</p>	<p>PC Vinyard M, to direct (Exec.D) Thornsby to enter into a sole source contract for the second salt cake site clean-up with James Dean Construction not to exceed \$10,000. PC Ford S, MP</p>
<p>Bldg. 1A-Ste. B Lease</p>	<p>(Exec.D) Thornsby stated that Normark is planning to leave the Port around March 31, 2009. Thornsby said there is interest from another company for the space.</p>	<p>By consensus, the PC agreed to release Normark from their lease when the space is leased again, the roof vents are capped, and after the space has been returned to the condition it was in when the space was originally leased.</p>

<p>Executive Director's Report: continued . . .</p> <p>Insitu Vents – Bldg 1D</p>	<p>(Exec.D) Thornsbery said Insitu wants to install vents as an exhaust system on Bldg. 1D. Discussion followed.</p>	<p>By consensus, the PC agreed to allow Insitu to install exhaust vents with certain conditions such as having the pipe painted to match the building and they work with the Port's maintenance staff.</p>
<p>Bldg. 1D Interior Lighting</p>	<p>(Exec.D) Thornsbery said the capacitors have arrived and have been successfully tested. The project will be completed once the man-lift arrives.</p>	
<p>Port Attorney</p>	<p>(Exec.D) Thornsbery said Bill Eling has reduced his hourly rate and travel time rate for the Port. The PC expressed their appreciation to Eling for reducing his rates.</p>	<p>PC Ford M, to direct (Exec.D) Thornsbery to enter into a personal service contract with Bill Eling for attorney services on an hourly basis, PC Vinyard S. MP</p>
<p>Port Financial Consultant</p>	<p>(Exec.D) Thornsbery presented a summary of the three CPA's that responded to our request for qualifications. Discussion followed. Thornsbery said that of the candidates, Francher has been affiliated with WPPA, worked with the Finance Group for many years and is currently the Financial Consultant for the Port of Shelton. PC Ford likes that that she is affiliated with WPPA. PC Vinyard was impressed with her range of experience. PC Deo wants someone that works well with staff.</p>	<p>PC Vinyard M, to direct (Exec.D) Thornsbery to negotiate a personal services contract with Jan Francher, CPA, PC Ford S. MP</p>
<p>101 Parallel Bldg. Roof Project</p>	<p>(Exec.D) Thornsbery said the roofing project on the 101 Parallel Building has been completed.</p>	<p>PC Vinyard M, to declare the 101 Parallel Bldg roof project completed by McDonald & Wetle for a contract amount of \$198,000.00, change order \$9,979.00, and sales tax of \$14,558.53 for a total of \$222,573.53. Retainage will be paid to McDonald & Wetle after approval from the Dept of Revenue. PC Ford S, MP.</p>

<p>Executive Director's Report: continued . . .</p> <p>Parallel Ave Parcel #38</p>	<p>(Exec.D) Thornsburry said he has directed (BDM) Fishback to contact the PUD and investigate how much it will cost to extend power to Parcel #38.</p>	
<p>Amerigas</p>	<p>(Exec.D) Thornsburry said that Amerigas had maintenance people burning out the tanks and they said they were getting the tanks ready to be moved.</p>	
<p>State Auditor Letter</p>	<p>(Exec.D) Thornsburry presented the PC with a draft letter to the State Auditor regarding PC salary compensation.</p>	<p>PC Vinyard M to direct (Exec.D) Thornsburry to send the letter to the State Auditor's Office regarding PC salary compensation. PC Ford S. MP</p>
<p>DIP Camping</p>	<p>PC Ford wanted Tony Riley to be contacted regarding allowing people to camp on Riley's property. PC Ford said it is important for people not to think that DIP is a camping area and that people are not to use the Port's property for recreation. PC Deo said the camping problem is between the Riley's and the county. PC Ford said there is RV camping at the Columbia Hills RV Park.</p>	
<p>CCR's</p>	<p>(BDM) Fishback presented draft CCRs. Fishback said he is combining the DIP & BPT CCRs into a single document. Fishback wanted the PC to review the CCRs and make notes and give feedback at the next PC Meeting.</p>	
<p>Miscellaneous Committee Updates</p>	<p>Deo: PC Deo said he gave the Airport Board Members the letter from the Port regarding water. PC Deo talked about the new construction of hangers.</p> <p>Ford: PC Ford said the next MCCED meeting will be March 23, 2009.</p> <p>Vinyard: Nothing</p>	
<p>Public Comment</p>	<p>Anthony Stout, Dallesport Foundry, asked about the PUD easement. Stout said that he came back from vacation and the power lines have</p>	

<p>Public Comment continued....</p>	<p>been buried and he wanted to know about easements. Stout said he has purchased a used building and wants to know where he could locate the building on his property. Stout said he was interested in the 50' strip of land between the Foundry and Dallesport Lumber. (Exec.D) Thornsbery asked Stout for a written proposal that would state building purpose and number of jobs that would be created. Stout also is interested in natural gas and water to his property and wanted to know if the PUD was going to bore under the tracks.</p> <p>Brad Roberts, Rivermile 172, said he would like to see the updated CCR's and wanted to know if there were any changes to the harbor theme.</p> <p>(Exec.D) Thornsbery said he met with a staff person from Senator Murrery's office for a letter of support for the Bingen Point Project. Thornsbery also met with Cathy Reed from the Dept of Ecology in Yakima last week.</p> <p>(Exec.D) Thornsbery will attend a Municipal Finance Conference in Seattle regarding bond funding on March 12, 2009.</p> <p>(Exec.D) Thornsbery said he will be attending the WPPA sponsored Ports Day in Olympia on March 24 & 25, 2009. Thornsbery said he has been asked by WPPA to speak along with the Executive Director from the Port of Chehalis to Senators at Ports Day regarding CERB funding and the definition of quality jobs used for CERB funding that is currently under consideration by the legislature.</p>	
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Adjournment	PC Deo adjourned the PC Meeting at 7:45pm.	
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Approved on _____
(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsby, Executive Director

Norman Deo, President