

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	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. PC/Staff Absent: None. Guests Present: None	Meeting called to order at 4:31 pm.
Administrative Matters Consent Agenda	Minutes – March 3, 2009 Payroll Vouchers – March 3, 2009, #22818-22827, \$9,515.20. Vouchers – March 13, 2009, #22828-22843, \$3,505.56.	PC Ford M, to approve the consent agenda. PC Vinyard S. MP
Executive Director's Report: Professional Services Agreement – Attorney	(Exec.D) Thornsby said he has not received the adjusted agreement from Bill Eling.	
CCR's	(Exec.D) Thornsby asked the PC if they had any comments regarding the updated CCR's. There were no comments and the PC would like more time to look at the CCR's.	By consensus, the PC would like to table the CCR's until next meeting.
Professional Services Agreement – Financial Consultant	(Exec.D) Thornsby asked the PC if they had any objections to the Financial Consultant agreement. Thornsby said the agreement is for two years at an hourly rate when a consultant is needed, with no monthly retainer paid.	By consensus, the PC directed (Exec.D) Thornsby to execute an agreement with Jan Fancher, CPA, for Financial Consulting.
Executive Director's Report: DIP Water Tower	(Exec.D) Thornsby said testing was done on lettering for the water tower. Thornsby said the tank is too far away from SR 14, Hwy 197 and I84 for the lettering to be effectively visible. Thornsby said the lettering will not be part of the bid. Thornsby is also waiting to hear from the company that inspected the tank in 2004 to see if there are any structural issues that need to be addressed before the tank is painted.	

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<p>Executive Director's Report: continued . . .</p> <p>Strategic Plan</p>	<p>(Exec.D) Thornsby asked the PC for any comments regarding the strategic plan. PC Deo said he would like to have reviewed his notes from the retreat, but he agrees with what Thornsby has put together so far.</p>	
<p>Dow Road Salt Cakes</p>	<p>(Exec.D) Thornsby said that James Dean Construction will be finishing the RAMCO site soon and will be taking a looking at the Dow Rd. Salt Cake site. Thornsby said Wasco Co. Landfill has given tentative approval for disposal of the salt cakes. Thornsby said Jeff Dean is concerned that the project is bigger than the Port expects. Thornsby said the Deans will dig on all four sides of the pit to get a better scope of the area. Thornsby asked the PC for authorization to exceed the \$10,000 budget of the salt cake project in the event a full cleanup could be affected at substantially less cost by continuing work.</p>	<p>PC Vinyard M, to authorize (Exec.D) Thornsby to exceed the \$10,000 budget for the salt cake clean-up project. PC Ford S, MP.</p>
<p>PC Salary – Promissory Note</p>	<p>(Exec.D) Thornsby presented the draft promissory note. Discussion followed regarding repayment options. Thornsby said he will have promissory notes ready for the PC to sign at the next meeting.</p>	<p>PC Ford M, to accept the letter from the Attorney, agree with the statement in the letter from the State Auditors Office, and agree that promissory notes will be signed by each PC member stating the method of repayment. PC Vinyard S, MP.</p>
<p>Bark Clean-up</p>	<p>(Exec.D) Thornsby said that there is a large quantity of bark on Parcels 19, 26, 26, 27 from when Mt. Adams Loggers leased the property. Thornsby said the bark is two feet to three feet deep in some areas. Thornsby said there is an opportunity for the Port to rent a machine that will separate the rock, dirt and bark. Thornsby said the machine can be rented for \$12,000 per month without an operator. PC Deo said the machine can not be loaded with our backhoe and we will need to rent a front end loader, dump truck and hire an operator. PC</p>	

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<p>Executive Director's Report: continued . . .</p> <p>Bark Clean-up</p>	<p>Deo would like to see research done on different options.</p>	
<p>Verizon</p>	<p>(Exec.D) Thornsby said that Verizon has committed to microwave communication and the microwave tower will be within their leased area. The PC wanted the tower to be located in the west end of the leased area.</p>	
<p>Klickitat County Planning Commission</p>	<p>(Exec.D) Thornsby said the KC Planning Commission has given the Port approval for the fill permit. Thornsby said the permit covers the entire Bingen Point area and the permit is good for five years. Thornsby said the permit now goes to the KC Board of Commissioners and Ecology for final approval.</p>	
<p>Bingen Lake Pump House</p>	<p>The location of the pump house was discussed.</p>	
<p>Bingen Point Infrastructure Project</p>	<p>(Exec.D) Thornsby said that the Bingen Point Infrastructure and Development Project has achieved "Top Four" status at the EDA. Thornsby said it looks like the property value can be used as part of the Port match. Thornsby said there is no option to get a zero interest loan through the PUD at this time without a change by State Legislature. Thornsby said once EDA commits to helping with the project then he can go to CERB and seek municipal bonds for funds for a new building.</p> <p>PC Ford commended Thornsby for a job well done in getting the JARPA & SEPA permits approved. Thornsby said he is working on a MOU with the four agencies that will outline what has been agreed to regarding the Bingen Lake.</p>	
<p>Miscellaneous</p>	<p>Deo: PC Deo said he will have an airport meeting on March 20, 2009.</p>	

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Committee Updates Miscellaneous continued . . . Committee Updates continued . . .	Ford: PC Ford said the next MCCED meeting will be March 23, 2009. Vinyard: PC Vinyard said the EDA meeting has been cancelled. Thornsbury said he attended the Dallesport Water Association meeting and they discussed forming a water district. (Exec.D) Thornsbury said he will be attending the WPPA sponsored Ports Day in Olympia on March 24 & 25, 2009.	
Public Comment	None	
Adjournment	PC Deo adjourned the PC Meeting at 6:01pm.	

Approved on _____
 (Date)

 Margie Ziegler, Administrative Assistant

 Marc Thornsbury, Executive Director

 Norman Deo, President