

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) Norm Deo and Rodger Ford; Executive Director (Exec.D) Marc Thornsby; and Administrative Assistant/Bookkeeper (AA/B) Margie Ziegler. PC/Staff Absent: PC Wayne Vinyard. Guests Present: None	Meeting called to order at 4:35 pm.
Administrative Matters Consent Agenda	Minutes – June 16, 2009 Vouchers – June 22, 2009 #23024, \$11,126.87 Payroll Vouchers – June 30, 2009 #23025-23041, \$12,035.45 Vouchers – July 7, 2009 #23042-23065, \$14,465.28	PC Ford M, to approve the consent agenda, PC Deo S. MP
Executive Director's Report: Strategic Plan	(Exec.D) Thornsby said he is still working on the strategic plan but other projects are taking his time. Thornsby said he is making slow but steady progress and hopes to have a draft by the end of the year.	
Dow Road Salt Cakes	(Exec.D) Thornsby said the voluntary compliance program application was mailed to Ecology today. Thornsby said once Ecology reviews the test results and issues a No Further Action Required report, then the grant application can be submitted.	
Lease Escalation Clause	(Exec.D) Thornsby presented a history of lease rates and CPI information. Thornsby also presented a draft lease rate calculation that would take into consideration different factors, for example: jobs per acre, parcel location, shovel ready, appraised value, type of building, age of building, etc. Thornsby said a policy would be helpful to set rates for new tenants. Discussion followed.	By consensus, the PC agreed to continue to have a 3% lease rate increase annually and to include the 3% increase in the master lease.
Harbor Drive Realignment	(Exec.D) Thornsby said the basic paperwork has been completed for the Harbor Drive realignment. Thornsby said he has asked Tenneson Engineering to do some water line modeling for running a water line	

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Executive Director's Report: cont. Harbor Drive Realignment cont...	<p>down Harbor Dr. Thornsby said he would like to submit a request to EDA for infrastructure funding.</p> <p>Thornsby said he received a quote back from an owner operator for excavating and leveling lots at Bingen Point. Thornsby said the quote was for \$20,000 per month for an operator, dump truck, excavator, dozer, and water truck. Thornsby said the Port's maintenance staff could rent a grid roller and do the compaction in house. PC Deo said it is important to gather all the information. Thornsby explained which lots need to be leveled and which lots need fill material.</p>	By consensus, the PC directed (Exec.D) Thornsby to have Tenneson Engineering prepare a cut and fill plan for a contractor to use as a guide.
Verizon Lease	(Exec.D) Thornsby presented maps that were received today from Verizon. Thornsby said that Verizon wants to install the microwave antenna at the top of the reservoir.	By consensus, the PC agreed to allow the microwave antenna to be installed at the top of the reservoir and directed (Exec.D) Thornsby to sign the lease amendment.
Economic Development Conference	(Exec.D) Thornsby said there will be a Washington's Workforce & Economic Development Conference on October 27-29, 2009 in Spokane, WA. Thornsby said Dept of Commerce is the new Community Trade and Economic Department. Thornsby said Mike Canon, KC Economic Dev, will be attending the conference.	By consensus, the PC encouraged (Exec.D) Thornsby to attend the conference.
Water System Master Plan	(Exec.D) Thornsby said the service area on the draft Water Master Plan has been adjusted to include Dallesport Industrial Park, Airport Business Park, and the Columbia Hills RV Park. Thornsby said the draft copy was sent to WA Dept of Health on July 2, 2009.	
WA DOT Pedestrian Safety Grant	(Exec.D) Thornsby said the Port was notified that it was not awarded grant funds for the pedestrian safety improvements on Bingen Point Way.	

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<p>Executive Director's Report: cont. Dallesport Fire System</p>	<p>(Exec.D) Thornsbery said a report was done on the fire system at Dallesport. Thornsbery said the report showed the system, as designed to operate, is appropriate and adequate for a common Industrial Park. Thornsbery said the system is however not functioning as designed. Thornsbery said F & M Construction installed an electronic switch on the booster pump. Thornsbery contacted Simplex-Grinnell and asked them to look at the check valves and the pumps. Simplex-Grinnell said the diesel pump has no wear rings and the impeller is severely damaged. Thornsbery said Simplex-Grinnell quoted repair of the diesel pump at \$18,000. PC Deo suggested getting a quote for replacing the pump. PC Deo said an option might be to install a diesel generator for an electric pump instead. PC Deo wants the information off the pump and he will do some research. Discussion followed.</p> <p>(Exec.D) Thornsbery said (Maint.Sup) Wroe found an open valve. Thornsbery said the valve was shut, and pressure returned to 150 psi.</p>	
<p>Prospective Tenant</p>	<p>(Exec.D) Thornsbery said he was contacted by a prospective tenant who wanted to lease one half acre to start up a mobile concrete batch company. Thornsbery said this tenant would need power, water and would like to construct a silo. Thornsbery said the tenant will start with two jobs. Discussion followed regarding the best location at DIP for the tenant.</p>	
<p>Committee Reports</p>	<p>PC Deo: PC Deo said the next Airport meeting will be July 17th.</p> <p>PC Ford: PC Ford said his term with MCEDD ends in August. PC Ford said he will contact MCEDD and let them know he is still interested in being on the board.</p>	

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Committee Reports continued...	PC Vinyard: Absent. (Exec.D) Thornsbury said he will attend the WPPA Executive Directors Seminar on July 9-10, 2009 in Port Ludlow.	
Public Comment	None	
Adjournment	PC Deo adjourned the PC Meeting at 7:00pm.	

Approved on _____
(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsbury, Executive Director

Norman Deo, President