

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman; William Schmitt; and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsburly; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: Brad Roberts, Rivermile 172; Lee Ast, Ast Commercial; Marsha Holliston, Mt. Adams Chamber; and Steve Gibson, WS Business Partners.	Meeting called to order at 4:31pm.
Public Hearing Amending the Port's Comprehensive Scheme of Harbor Improvements and Industrial Development Resolution 7-2010	PC Vinyard opened the Public Hearing at 4:32pm (Exec.D) Thornsburly explained the resolution to amend the Scheme of Harbor Improvements. Thornsburly asked if there were any questions regarding the road realignment of Harbor Drive, utilities project and the potential acquisition of DIP peninsula property. There were no public comments PC Vinyard closed the Public Hearing at 4:41pm	PC Herman M, to approve Resolution 7-2010 to Amend the Scheme of Harbor Improvements, PC Schmitt S, MP
Administrative Matters Consent Agenda	Minutes – June 15, 2010 Payroll Vouchers – June 30, 2010, #23771-23788, \$12,162.68 Vouchers – June 30, 2010, #23789-23818, \$27,545.35, VOID #23793	PC Schmitt M, to approve the consent agenda, PC Herman S, MP
Resolution No. 6-2010 Designating Port Financial Signatories	(Exec.D) said this resolution is to remove PC Ford and add PC Schmitt as an authorized signer on the bank accounts.	PC Schmitt M, to approve Resolution No. 6-2010, PC Herman S. MP
Election of Port Commission Vice President		PC Herman M, to appoint PC Schmitt as the Port Commission Vice President, PC Vinyard S. MP

<p>Executive Director's Report: Annual Financial Statement</p>	<p>PC Herman presented the Port's 2009 Annual Financial Statement. PC Herman said the Port had an increase in net value in 2009 and about the Port's assets, depreciation, and liabilities. PC Herman said the Port was wise to make the investment and go to an accrual statement and develop a balance sheet because it shows what the Port has invested in and what it has accomplished. PC Herman said it is good to see the Port is not functioning solely on the taxpayer's dollars.</p>	
<p>Water Master Plan</p>	<p>(Exec.D) Thornsby said a preliminary approval of the water master plan has been received from the Department of Health. Thornsby talked about the process of getting the plan completed and the changes made in the final draft.</p>	<p>PC Vinyard tabled approval so that PC Herman and PC Schmitt can review the plan.</p>
<p>Dallesport Terminal Operating Policy</p>	<p>(Exec.D) Thornsby presented a list of questions that need to be answered before an operating policy can be drafted.</p> <p>Current lease rates were discussed. Thornsby explained what rate is being charged for each parcel. Discussion followed. The PC considered establishing a single lease rate for all waterfront property at a rate appropriate for a limited commodity.</p> <p>(Exec.D) Thornsby asked what the Commission wants done, if anything, about the dock damage. Thornsby said he estimates the repair of the concrete and holes in the asphalt to be around \$100,000. PC Schmitt asked if there was a different piece of equipment that would not tear up the dock. PC Schmitt said it would not be cost effective to repair the dock if the same tracked equipment will be used to load logs.</p> <p>PC Schmitt said that he was a Port Commissioner when the DIP dock was constructed and it sat vacant for many years before it was put to use.</p>	

Executive Director's Report: cont..

Dallesport Terminal Operating Policy continued...

(Exec.D) Thornsbury talked about storm water run off containment and the risk of environmental contamination, costly clean up, and litigation. Thornsbury said there needs to be an assessment and possible bio-swale construction with slopes and drains. Thornsbury said the Port needs to determine what qualifies as "cleaned up" and set some guidelines of what we are going to require. It was discussed that the material needs to be removed regardless of which tenant left the bark. PC Vinyard said a physical barrier with some type of a berm or buffer needs to be installed to keep bark away from the rivers edge.

Barge scheduling and dock usage was discussed. The PC considered requiring any use of the dock to be scheduled with the Port in advance.

PC Vinyard suggested that a consultant could be hired to evaluate current dock use.

Utilization of the west end of Lot 43 was discussed.

PC Vinyard announced a break at 7:06pm and PC Vinyard announced the meeting resumed at 7:16pm.

The presence and location of concrete blocks used for a bark loading ramp were discussed. The PC considered prohibiting the placement of any permanent or semi-permanent structures on, or in front of, the dock.

(Exec.D) Thornsbury said there is a planned lock closure that is scheduled from late November 2010 through March 2011.

PC Vinyard said a tour of the log yard would be appropriate and it would be helpful to talk with the tenant about issues we see. PC Schmitt said it would also be important to hear any problems that the log yard tenant is having. PC Herman said it would be good to see

PC Vinyard tabled the item until the next meeting and set the next Port meeting to begin with a tour of the Log Yard at 2pm on July 20th. The meeting will finish at the Port Office

	things from the tenant's perspective and important for them to see ours.	in Bingen.
Executive Director's Report: cont.. Harbor Drive CERB Application	(Exec.D) Thornsby presented modifications to the CERB application for the Harbor Drive Project. Thornsby said a modification has to be made because he learned that CERB has only \$40,000 dollars left in the grant program. Thornsby is suggesting: Klickitat County grant of \$50,000, CERB grant of \$40,000 and a CERB loan of \$310,000.	PC Herman M, to amend the CERB application terms, PC Schmitt S, MP.
Building 1E Tenant Improvements	(Exec.D) Thornsby presented the Building 1E tenant improvements. Discussion followed regarding changes and how to proceed	By consensus the PC agreed to the modifications to Building 1E as long as the building is returned to its original state at the tenant's expense.
Disaster Recovery Site Insurance	(Exec.D) Thornsby presented insurance information as previously requested by the PC.	By consensus the PC directed (Exec.D) Thornsby to include a minimum insurance requirement in the Disaster Relief Site Resolution.
Prospective Tenant	(Exec.D) Thornsby talked about a prospective tenant who wants to construct a 30,000 sq. foot building. Discussion followed.	
Dallesport Power Line	(Exec.D) Thornsby reported KC PUD has completed the project to underground the power lines located across Parcels 24, 25, and 26.	
Salt Cakes	(Exec.D) Thornsby said the EPA will resume cleaning up the Ramco salt cake site and estimate completion before the end of September 2010. Thornsby said the EPA will oversee the project and the Port is not involved.	
Cemex Lease Termination	(Exec.D) Thornsby said the Cemex lease termination has been recorded.	
Security	(Exec.D) Thornsby said someone was posing as a Port employee and walked into the Insitu shop. Thornsby said photo ID tags will be issued to all Port employees.	
Miscellaneous Committee Updates	PC Herman: none PC Schmitt: none	

<p>Miscellaneous Committee Updates continued...</p>	<p>PC Vinyard: The next EDA meeting will be July 8, 2010 but it may be cancelled. The Port meetings in August were discussed and it was determined that the Port meetings will be changed to August 10th and August 24th. Thornsbury said the Harbor Drive Road Project bids could be opened at the August 10th PC meeting.</p> <p>(Exec.D) Thornsbury said because there are two new Port Commissioners, a review of what the PC expects from the Port's Executive Director is in order. PC Schmitt said he would like a tour of the Port. PC Herman would also like a tour.</p>	
<p>Public Comment</p>	<p>Marsha Holliston, Mt. Adams Chamber, thanked (Exec.D) Thornsbury for working with Port of Hood River for the clean up on the WS side of the Hood River bridge. Holliston said she is interested in the bark/rock/dirt mix.</p> <p>Lee Ast, Ast Commercial, thanked the Port for allowing Insitu to continue to use the address of 118 Columbia River Way for Building 1D because an address change would be a large expense. Ast appreciates the Port working with Insitu on this issue.</p> <p>Brad Roberts, Rivermile 172, introduced himself to PC Schmitt.</p>	
<p>Adjournment</p>	<p>PC Vinyard adjourned the PC Meeting at 8:24pm</p>	

Approved on 7-20-10
(Date)

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

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

/s/ JIM HERMAN
Jim Herman, Secretary