

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman; William Schmitt; and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsbury; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> Lee Ast, Ast Commercial Real Estate; Scott Pimley, Insitu; Brad Roberts, Rivermile 172; Don McDermott, Dallesport-Murdock Community Council; Norman Deo; Jacob Pimley; and Craig Trummel, Mt. Adams Chamber.	Meeting called to order at 4:33pm
<b>Administrative Matters</b> Consent Agenda	Minutes – September 21, 2010 Payroll Vouchers – September 30, 2010 #23988-#24004, \$11,936.29. Vouchers – October 5, 2010 #24005-24024, \$11,884.53. Vouchers – October 6, 2010 #24025 Void and #24026, \$100,160.95. Wire Transfer – October 15, 2010, Key Bank 2006 Bond Payoff, \$1,108,574.31	PC Schmitt M, to approve the consent agenda with changes to the minutes, PC Herman S, MP
Resolution No. 12-2010 Establishing A Leasehold Improvement Policy	(Exec.D) Thornsbury presented an updated resolution with minor formatting changes. Discussion followed.	PC Herman M, to approve Resolution No. 12-2010 Establishing a Leasehold Improvement Policy, PC Schmitt S. MP.
<b>Executive Director's Report:</b> Leasehold Improvements-Building 1D	Scott Pimley, Insitu, explained the modifications to Building 1D. (Exec.D) Thornsbury presented a summary of the improvements. The PC reviewed the plans and discussion followed. Pimley said the drawings will go to Klickitat County Building Department for approval and then they will be sent out to Insitu bidders. Pimley explained modifications to the sprinkler system and the fire detection system. Pimley talked about installing a web based HVAC control system and Thornsbury suggested that standard sensors be installed.	PC Herman M, to approve Building 1D leasehold improvements, PC Schmitt S. MP.

<p><b>Executive Director's Report:</b></p> <p>Harbor Drive Improvement Project</p>	<p>(Exec.D) Thornsbery said the Harbor Drive Improvement Project new road is at grade. Thornsbery said there are some piles of clay material that need to dry and be spread out and compacted. Thornsbery said the hump is gone and it is 8" below elevation at this time. Thornsbery expects franchise utilities to be installed in a week and a half and said an entrance and exit ramp has already been designed into the plans for the future removal of fill material over the target elevation.</p>	
<p>Executive Director Retention</p>	<p>(Exec.D) Thornsbery said there are some logistical issues and costs associated with the retention plan from the employment agreement. Thornsbery said he would agree to an amendment to the employment agreement that would eliminate the retention plan. PC Vinyard tabled the discussion until November.</p>	
<p>Advertising – Trade and Industry Development Magazine</p>	<p>(Exec.D) Thornsbery handed out a proposal for advertising in Trade and Industry Development Magazine. Thornsbery said that Mike Canon, KC Economic Development, has worked with them in the past. Thornsbery said the November/December issue covers warehousing and Ports and said a quarter page ad would cost \$831.00. PC Vinyard said he is cautious of advertising, but understands there are opportunities at DIP for new businesses. PC Herman stated his position that advertising is a waste of money. PC Vinyard said the Port's website is the best place to advertise our Port. PC Schmitt said that word of mouth advertising is more important than print ads.</p>	
<p>2011 Budget Schedule</p>	<p>(AA/PA) Ziegler presented the budget schedule for 2011. A budget workshop could be held on October 19<sup>th</sup> at 2:00pm. Ziegler said it is our opportunity to go through the budget line for line.</p>	<p>By consensus, the PC agreed to a budget workshop on October 19<sup>th</sup> at 2:00pm and set the date for a public hearing for the budget on November 2, 2010.</p>
<p>Thumb for Backhoe</p>	<p>(Exec.D) Thornsbery presented information on a thumb for the backhoe. Norman Deo explained how the thumb is connected to the backhoe and what the Port should consider before a purchase is made.</p>	<p>By consensus, the PC directed (Maint.Sup) Wroe to go over the specifications for the thumb with Norm Deo before it is purchased.</p>

<p><b>Executive Director's Report:</b></p> <p>WPPA Legislative Committee Meeting</p>	<p>(Exec.D) Thornsby said there will be a WPPA Legislative Committee Meeting on November 4, 2010. Thornsby said he will put together a summary of the Port related issues that will be coming up and he will have it ready for the PC to review at the October 19<sup>th</sup> meeting. Thornsby said he will take any issues or concerns to the WPPA meeting.</p>	
<p>DIP Fire Pumps</p>	<p>(Exec.D) Thornsby said there is no need for maintaining the fire pump system at DIP. Thornsby said the current buildings do not require the booster pumps for fire suppression. Thornsby said decommissioning the fire pumps does not involve removing anything, only shutting off valves. Thornsby said he will begin working with John Grim, Grim and Associates, to plan expenditures over the next three to four years to tie the potable and fire systems together.</p>	
<p>Prospective Tenant</p>	<p>(Exec.D) Thornsby discussed terms and conditions to be included in the prospective tenant's draft lease.</p>	
<p>Prospective Lease – Bldg. 1B</p>	<p>Lee Ast, Ast Commercial, requested a draft lease be sent to Boeing as soon as possible. Scott Pimley, Insitu, said he would like to view the building as soon as it is available.</p>	<p>By consensus, the PC directed (Exec.D) Thornsby to prepare a draft lease for Building 1B.</p>
<p>Enterprise Newspaper Article</p>	<p>(Exec.D) Thornsby said the PC had asked him to respond to the newspaper article referring to the Port at the last PC meeting. Thornsby said a response was sent and asked if the PC would like anything more.</p>	<p>By consensus, the PC said nothing more was needed.</p>
<p><b>Miscellaneous</b> Committee Updates</p>	<p>Herman: PC Herman nothing</p> <p>Schmitt: PC Schmitt nothing</p> <p>Vinyard: PC Vinyard nothing.</p> <p>PC Vinyard stated the need for the proposed railroad crossing at Bingen Point and said working with the County Commissioners is important. PC Schmitt said he sat on the on the SW Regional Transportation Board when he was a Port Commissioner sixteen years ago and they were discussing a BPT crossing at that time.</p>	

**Public Comment**

Don McDermott, Dallesport-Murdock Community Council, stated the Port Commissioners are doing an excellent job and he appreciates that.


Norman Deo gave an update on the Airport. Deo presented a copy of the final draft Airport Master Plan and thanked (Exec.D) Thornsbury for his input. Deo told the PC to keep a stiff upper lip and feels the PC is on track. Deo said it is also important for the PC to keep the community in mind and to diversify employment opportunities. Deo stated it is important to do everything we can to keep Insitu but not at all costs.

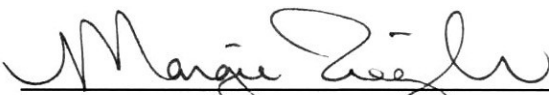
Brad Roberts, Rivermile 172, said he thinks the Port Commission handled the situation real well over the past month.

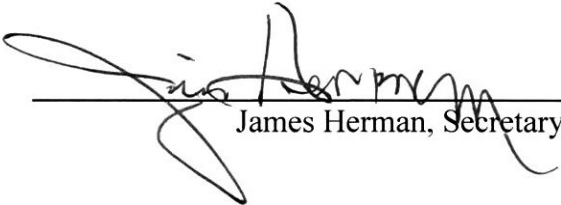
Craig Trummel, Mt Adams Chamber, asked about property available for soccer fields. PC Vinyard said the Port has the sailboard park that is open to the public. PC Vinyard said the Port's goal is job creation and a lot of the Port's property is not level and does not have irrigation.

<p><b>Executive Session – To consider the Minimum Price for Real Estate Leases</b></p>	<p>PC Vinyard adjourned the regular meeting at 7:52pm and an 8 minute break was taken. PC Vinyard called an Executive Session at 8:00pm to consider the minimum price for real estate leases pursuant to RCW 42.30.110(1)(c) for a period of thirty minutes.</p> <p>At 8:30pm PC Vinyard extended the executive session for thirty minutes. At 8:57pm PC Vinyard adjourned the executive session. No action was taken in the Executive Session. A 6 minute break was taken.</p> <p>At 9:03pm PC Vinyard opened an executive session for performance review of the Executive Director for thirty minutes. At 9:30pm PC Vinyard extended the executive session for ten minutes. PC Vinyard closed the executive session at 9:42pm. No action was taken in the Executive Session.</p>	
<p><b>Adjournment</b></p>	<p>PC Vinyard adjourned the PC Meeting at 9:43pm</p>	

Approved on October 19, 2010  
(Date)

  
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Marc Thornsbury, Executive Director

  
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Margie Ziegler, Administrative Assistant

  
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James Herman, Secretary