

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby; Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: none. Guests Present: Lee Ast, Ast Commercial Real Estate; Brad Roberts, Rivermile 172; and Scott Pimley, Insitu.	Meeting called to order at 4:32pm
Administrative Matters Consent Agenda Resolution No. 17-2010 Dallesport Industrial Park Water Rates Resolution No. 18-2010 Basis for Ground Lease Rates	Minutes – December 7, 2010 Vouchers – December 7, 2010 #24091-24116, \$160,530.70 Payroll Vouchers – December 20, 2010 #24117-24118 and D10037-D10041, \$13,873.83 Vouchers – December 21, 2010 #24119-24139, \$135,875.78 (Exec.D) Thornsby said the rates reflect a 3% increase and the fees are the same as what the PUD charges. There was discussion regarding the value of paved vs. non-paved roads at BPT and DIP.	PC Schmitt M, to approve the consent agenda with corrections to the minutes, PC Herman S, MP PC Schmitt M, to approve Resolution No. 17-2010 Establishing DIP Water Rates for 2011, PC Herman S, MP PC Schmitt M, to approve Resolution No. 18-2010 Establishing a Basis for Ground Lease Rates, PC Herman S, MP
Executive Director's Report: Year in Review	(Exec.D) Thornsby tabled the Year in Review.	
Advertising	(Exec.D) Thornsby talked about an advertising opportunity that is sponsored by the Mt. Adams Chamber but does not directly benefit the Chamber. Thornsby said the cost would be \$200.00. Discussion followed.	By consensus, the PC does not want to take part in the advertising opportunity at this time.

Continuing Education	(Exec.D) Thornsby said in the past the PC has supported tuition and supply reimbursement for Port Employees taking continuing education classes. Thornsby said that (AA/PA) Ziegler will be taking classes in 2011 that will directly benefit the Port.	By consensus, the PC is in support of employee tuition and supply reimbursement for continuing education.
Building 1B	Scott Pimley said he is working with Skip Grimes, KC Building Dept, for the occupancy permit for Building 1B. Pimley said a letter has been sent to Grimes. PC Herman said he received Building 1B lease and said he would like to review it with the PC. Discussion followed. PC Herman signed the Building 1B lease.	
Harbor Drive Project	PC Herman said that Julie Korenko, Insitu, had some issues regarding standing water on Brad Roberts's property and the compaction of the new Harbor Drive Road. Discussion followed. The Marina Road and traffic options were discussed. PC Herman asked if Granite could grade and put down gravel on the road by the marina. Brad Roberts, Rivermile 172, authorized access to use his property as an alternative route during the Harbor Dr. Project. Roberts said the Port could remove the road barrier. Scott Pimley, Insitu said that traffic will increase with semi-trucks when the Building 1D remodeling starts. One-way on Dike Road was discussed.	
Letters of Support	PC Herman presented letters of support to Governor Chris Gregoire, Representative Richard "Doc" Hastings, Senator Maria Cantwell, and Senator Patty Murray. PC Herman said he would like to attend the city council meetings and encourage letters of support. PC Herman said he will also contact the Chamber of Commerce members for letters of support.	By consensus, the PC is in support of PC Herman attending the council meetings and contacting the Chamber of Commerce members for letters of support.
Miscellaneous Committee Updates	Herman: PC Herman nothing. Schmitt: PC Schmitt nothing. Vinyard: PC Vinyard nothing.	

Miscellaneous cont...	Scott Pimley, Insitu, said fence installation will start next week and locates will be done. Pimley said that fiber will also be installed between building 1B and 1D and they are looking at the best options. Pimley said power is adequate in Building in 1B and some transformers will be disconnected.	
Public Comment	Lee Ast, Ast Commercial, said Jenny Taylor did a tremendous job getting the authority to have Steve Sliwa sign the Building 1B lease. Scott Pimley, Insitu, thanked the PC for their work in getting the Building 1B lease signed.	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:42pm.	

Approved on JANUARY 20, 2011
(Date)

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

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

/s/ JIM HERMAN
Jim Herman, Secretary