

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: 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. PC/Staff Absent: none. Guests Present: Julie Korenko, Insitu; Jeff Pickhardt, Key Development, Kerri Kent, Kerrits; Michele McApline, Kerrits; Kelly Kreps and Marsha Holliston.	Meeting called to order at 5:31pm
Administrative Matters		
Approval of Minutes	Minutes – January 20, 2010	PC Herman M, to approve the minutes, PC Schmitt S, MP
Approval of Vouchers	Vouchers – January 31, 2011 #24185-24198, \$26,696.66. Payroll Vouchers – January 7, 2011 #24199 and D10061-D10075, \$11,467.63. Vouchers – February 15, 2011 #24200-24214, \$9,466.98.	PC Herman M to approve the vouchers, PC Schmitt S, MP
Resolution 1-2011 Delegation of Authority		PC Schmitt M, to approve Resolution 1-2011 Delegation of Authority, PC Herman S, MP
Old Business		
First Source Hiring	Reinstating “first source hiring” language in the Ports standard lease was discussed.	

<p>Old Business continued....</p> <p>Bingen Point Grade-separated Railroad Crossing</p>	<p>PC Schmitt said he attended the stakeholders meeting regarding the grade-separated railroad crossing. PC Schmitt said WSDOT is working on bringing in an engineer to select several sites that would be acceptable for possible crossings. Julie Korenko, Insitu, said she will attend a meeting on March 3rd to review the proposed sites. PC Schmitt said a study could then be done to determine feasibility and identify costs. PC Schmitt talked about separating truck and car traffic and having the overpass for car traffic with Maple St. used only for truck traffic. PC Schmitt said the Governor's office seems very interested in the project. PC Schmitt talked about BNSF right-of-way restrictions. Korenko said the minimum clearance height for any overpass is 24 feet.</p>	
<p>New Business</p> <p>Potential Tenant – Bldg 1A Space D</p>	<p>Kerri Kent, Kerrits, introduced herself and explained her business of sales and marketing of equestrian apparel. Kent said they currently employee 10 employees and would like to expand to 14 employees. Kent said the products are trucked in and repackaged for shipping. Kent also expressed an interest in Suite C and said they could have as many as 18 employees. (Exec.D) Thornsberry said he has not been informed when the tenant in Suite C would like to vacate. PC Herman said it would be a benefit if a tenant was interested in both Suite C and D. Thornsberry said that electrical work is being done and hopes the space will be ready mid-March. PC Vinyard asked about improvements. Kent said she is willing to pay for the leasehold improvements. Thornsberry said there is one other person who is interested in the site and said that the PC could make a decision after the first week of March regarding the space. Kent invited the PC to tour her current facility in Hood River.</p>	
<p>Marine Salvage</p>	<p>(Exec.D) Thornsberry said he received a call from someone who is interested in doing marine salvage and then received another call early this week saying they have encountered permitting problems.</p>	

<p>New Business continued....</p> <p>Shoreline Master Plan for Klickitat County</p>	<p>Some issues have been discovered in the current Shoreline Master Plan for Klickitat County that could, if left unaddressed, affect future industrial development at Bingen Point. These issues are particularly related to the definitions and requirements surrounding water-dependent and water-related uses. The county is approaching a December 2014 deadline for completing an update of the Shoreline Master Plan that could include corrections to these elements. Discussion followed regarding how to proceed and about encouraging the county to amend the plan or move up the date of completing the plan update.</p>	
<p>Parcel 14 Development</p>	<p>Jeff Pickhardt, Key Development, presented drawings of the proposed development of a 45,000 sq. ft. building on Parcel 14. Pickhardt said the building is designed eco-friendly with a LEED silver designation and that the building is designed to take advantage of the natural light and the views of the Marina. Pickhardt said truck traffic will have access off of Harbor Drive. Pickhardt said there will be outdoor areas and pedestrian access to the east. Pickhardt explained future expansion plans to the north on parcel 10. Pickhardt said their geotechnical report indicated the building site will need to be preloaded with three feet of material for 30 days. PC Vinyard said this building design captures the visual resource of the marina.</p>	
<p>BPT Binding Site Plan</p>	<p>(Exec.D) Thornsby said he is working on updating the Binding Site Plan for Bingen Point. Thornsby said the lot lines will be adjusted for Key Development. Pickhardt said because of the current location of the utilities along the north side of lot 10, the development is being shifted south. Discussion followed regarding moving utilities. PC Herman said it could be very expensive to move utilities. Thornsby said when the road is shifted to the north of the current location, the utility easement area could be made into more marina parking.</p>	<p>By consensus, the PC agrees to change the southern boundary of lot 14 to follow the sewer line easement.</p>

Executive Director's Report: Bingen Point Water Loop	(Exec.D) Thornsburg said the contractor has repaired the water leaks and is waiting for lab test results after disinfecting the lines.	
101 Building	(Exec.D) Thornsburg said that exit and emergency lights have been installed. Thornsburg said L & I made a recommendation that a safety rail be installed at the end of the dock. Thornsburg said that Port Maintenance Supervisor, Terry Wroe, was able to construct a safety rail and it has been installed.	
Building 1A	(Exec.D) Thornsburg said work is underway on the electrical improvements for Building 1A. Thornsburg said they are in the process of moving circuits and isolating electrical panels in each suite.	
Harbor Drive Project Change Order	(Exec.D) Thornsburg said the hard copy change order for the Harbor Drive Project has been received from Tenneson Engineering for signature by the PC.	
Commissioners Reports:	Herman: PC Herman nothing. Schmitt: PC Schmitt said the next grade-separated railroad crossing meeting will be March 17, 2011. Vinyard: PC Vinyard attended the EDA meeting and he said projects were discussed.	
Public Comment	Julie Korenko, Insitu, said she appreciates the Port's help and the good relationship that (Exec.D) Thornsburg has with the DOE. PC Vinyard said (Exec.D) Thornsburg deserves credit for his approach with DOE.	
Adjournment	PC Vinyard adjourned the PC Meeting at 6:45pm	

Approved on MARCH 1, 2011
(Date)

/s/ MARC D. THORNSBURG
Marc Thornsburg, Executive Director

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

/s/ JIM HERMAN
Jim Herman, Secretary