

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; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: none. Guests Present: Brad Roberts, Rivermile 172; Lee Ast, Ast Commercial; Scott Pimley, Insitu; and Julie Korenko, Insitu.	Meeting called to order at 4:35pm
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – April 19, 2011 Accounts Payable Vouchers – April 27, 2011 #24288-24291, \$23,057.43. Accounts Payable Vouchers – May 3, 2011 #24293-24309 for \$9,839.98. Payroll Vouchers – May 5, 2011 #D10125-D10140 and #24292 for \$11,653.29.	PC Schmitt M, to approve the minutes, PC Herman S, PC Vinyard abstained because he did not attend the 4-19-11 meeting, MP PC Herman M to approve the vouchers, PC Schmitt S, MP
Old Business RFQ Earthwork	(Exec.D) Thornsby reported that JUB Engineers had been on site and negotiations are under way for the contract for engineering to move fill off of lots 17 & 18 and fill lot 24.	
Building 1A Suite C & D Lease Amendment	(Exec.D) Thornsby said the lease amendments cover the items that were discussed at the prior meeting.	By consensus, PC agree to the lease amendment with Kerrits.
USACE Dallesport Gate	(Exec.D) Thornsby said the Port is waiting for written approval from BPA in order to complete the MOU. PC Schmitt wants the Fire Department access language added to the MOU. PC Vinyard would like a sunset clause added so the Port has an option for the gate removal if the Port were to develop in that area.	

<p>Old Business continued....</p> <p>Lot 14 Lease</p>	<p>(Exec.D) Thornsby presented three options for the disposition of leasehold improvements at the termination of the lease. Discussion followed. Thornsby said he will meet with the Port's Attorney and finalize the lease.</p>	<p>By consensus, the PC indicated preference for option #1 requiring regular inspections and repair of leasehold improvements or establishment of a financial guarantee for the disposition of leasehold improvements. The PC was in agreement to the remaining terms of the lease.</p>
<p>New Business</p> <p>Lot 14 Development Plan Approval</p>	<p>(Exec.D) Thornsby asked the PC if they had any issues with the proposed development plans.</p>	<p>PC Schmitt M, to accept the preliminary site plans for the development of lot 14, PC Herman S, MP</p>
<p>Building 1A Electric Metering</p>	<p>(Exec.D) Thornsby said now that the electrical panels are separated in each suite of Building 1A, the Port could install sub meters to monitor and calculate power usage for each tenant. Thornsby said currently Building 1A tenants are charged power based on their square footage. Thornsby said meters cost \$500 to \$800 per meter.</p>	<p>By consensus, the PC approved sub metering.</p>
<p>Bingen Point Water Right</p>	<p>(Exec.D) Thornsby said he received a letter from the Dept of Ecology regarding the Port's water right application. Discussion followed regarding future water usage.</p>	<p>By consensus, the PC requested that (Exec.D) Thornsby pursue the water right with the WA State Department of Ecology.</p>
<p>Bingen Lake Pumps Outlet</p>	<p>(Exec.D) Thornsby said the Bingen Lake outflow pipe is rusted out and needs to be replaced before lake pumping can resume. Thornsby said a 10" pipe may be installed in the current 12" pipe as a temporary fix. Thornsby is also considering extending the pipe by 14' to prepare for future road widening.</p>	
<p>Building 1B</p>	<p>(Exec.D) Thornsby said he is in contact with a person to review the inspection report for Building 1B. Thornsby said there have been unexpected delays.</p>	

