## BOARD OF COMMISSIONERS MEETING MINUTES July 5, 2011

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:	Meeting called to order at 4:36pm
	Scott Pimley, Insitu; Brad Roberts, Rivermile 172; and Denny Newell, Klickitat County Economic Development.	
Administrative Matters	Minutes – June 21, 2011	PC Schmitt M, to approve the minutes, PC Herman S, MP.
Approval of Minutes	Payroll Vouchers – July 5, 2011 #D10173-D10190, and #24366 for \$10,751.39.	
Approval of Vouchers	Accounts Payable Vouchers – July 05, 2011 #24367-24383 for \$8,320.85.	PC Herman M, to approve the vouchers, PC Schmitt S, MP
Old Business	None	
New Business	(Exec.D) Thornsbury opened discussion regarding the use of the	By consensus, the PC agreed to:
	Dallesport barge dock. PC Herman suggests there is no need to	Not require the Dallesport Log Yard
Dallesport Log Yard Lease	complicate the issue of dock scheduling until there is an inquiry by a second dock user. Setting a minimum dollar amount for a second dock user was discussed, taking into consideration the loss of revenue from	to schedule dock use in advance until a second user inquires. When a second inquiry is made for a one
	Dallesport Log Yard. PC Herman said it should be the Port	time use the PC direct (Exec.D)
	Commission's objective to run the barge dock so that our tenant can run	Thornsbury to schedule with
	its business in the most equitable and efficient way possible and give (Exec.D) Thornsbury the authority to schedule other users based on a	Dallesport Log Yard if the second user's use is \$500.00 or greater. If
	\$500.00 revenue minimum. (Exec.D) Thornsbury showed a map of the dock area and explained the current leases. PC Vinyard said there needs	the second inquiry is for long-term use, then DLY will be given a 30 day
	to be a month-to-month lease for the core of the barge dock. PC	notice of termination for the dock
	Herman said he does not want to penalize the tenant for keeping	apron lease and will be required to
	property open for a second dock user that might never arrive. PC	schedule barges in advance after a
	Vinyard said the lease needs to be written so that if and when a second	lease is signed with the new user(s).

July 5, 2011

New Business continued  Dallesport Log Yard Lease continued	user opportunity comes along the Port can allow multiple users. A river buffer, cleanup, maintenance and equipment limitation was also discussed.	The staging area would become a month to month lease and the dock loading area would be a daily basis and a credit will be made if a second users use the dock. The PC will increase wharfage 7% for 2011 and 4% each year until 2040 and there will be no dockage charge to any user paying wharfage.
Fire Protection Memo of	(Exec.D) Thornsbury said he has been approached by the City of	
Understanding	Bingen regarding a possible future MOU for fire protection. PC	
	Schmitt said there has been talk at the Fire Chief meetings of MOU's	
	and mutual aid agreements in other communities in Klickitat County.	
Facility Preparation Policy	(Exec.D) Thornsbury explained the response from Bill Eling, Port Legal	By consensus, the PC agreed not to
	Counsel, regarding Building 1B clean up. Discussion followed.	attempt recovery of the clean up costs from the former tenant.
	Thornsbury said he is waiting for Port Counsel to review the environmental provision language.	costs from the former tenant.
<b>Executive Directors Report</b>	(Exec.D) Thornsbury said that natural gas has been pressure tested,	
	telco and irrigation are in, and the electrical vaults will be placed in the	
Harbor Drive	next couple days. Thornsbury said the sewer line has been taken up and	
	re-laid and will be video inspected on Wednesday, buried and re	
	inspected taped to insure it is installed properly. Thornsbury said once	
	all utilities are ok then the trenches will be filled and the road will be	
	paved. Thornsbury said they estimated to have paving done in two	
	weeks.	
Building 1A-Suite C Door	(Exec.D) Thornsbury said the door has been ordered.	
101 Parallel Building Improvements	(Exec.D) Thornsbury said the 101 Parallel Project bid is almost ready to	
	go out. Thornsbury said there is a delay because of energy efficiency	
	insulation of the roof. Thornsbury is working with the Building	

July 5, 2011 Page 2 of 3

	Department.	
<b>Executive Directors Report</b>	(Exec.D) Thornsbury said Bingen Point Site Prep Project should go out	
continued	for bid next week. Thornsbury is waiting for engineer's estimates for	
	how much material that is going to be removed. Thornsbury said the	
BPT Bingen Point Site Prep Project	project may come in higher than anticipated if we completely level lot	
DOE Water Rights	17. (Exec.D) Thornsbury said he met with DOE and said they are targeting	
DOL Water Rights	estimated short term uses and reasonable estimates. Thornsbury said the	
	DOE is considering charging for water rights at \$30 per acre foot.	
Commissioners Reports:	Herman: PC Herman nothing	
	Schmitt: PC Schmitt asked if the DIP building could be the same as our buildings at BPT and if we could use the same engineering and architecture. (Exec.D) Thornsbury said the next step will be to go through DIP leads and show interest to EDA. Thornsbury said a real estate analysis will be done on local/regional commercial property. PC Schmitt said he will be attending the SR35 Bridge meeting on July 28th.  Vinyard: PC Vinyard nothing	
Public Comment Nothing.		
Adjournment	PC Vinyard adjourned the PC Meeting at 7:07pm.	

Approved on _	July 19, 2011	_	/s/ Margie Ziegler
••	(Date)		Margie Ziegler, Administrative Assistant
/s/ Marc D. Thornsbury			/s/ Jim Herman
Marc Thornsbury, Executive Director		_	Jim Herman, Secretary

July 5, 2011 Page 3 of 3