

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) William Schmitt and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: PC James Herman. Guests Present: Julie Korenko, Insitu.	Meeting called to order at 4:31pm
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – September 6, 2011 Payroll Vouchers – September 20, 2011 #D10239-D10246 and #24471-24472 for \$9,123.95. Payroll Vouchers – October 5, 2011 #D10247-D10261 and #24473-24474 for \$10,783.19. Accounts Payable Vouchers – October 5, 2011 #24475-24503 for \$68,735.59.	PC Schmitt M, to approve the minutes as amended, PC Vinyard S, MP. PC Schmitt M, to approve the vouchers, PC Vinyard S, MP
Old Business Redistricting	(Exec.D) Thornsby said he provided maps of the existing Commissioner district boundaries and the proposed new district boundaries at the last PC meeting. Thornsby asked the PC if they had any comments. Thornsby said the Port will hold a public hearing and adopt the new district boundaries in the future.	
Bingen Point Binding Site Plan	(Exec.D) Thornsby presented a drawing of the proposed BPT binding site plan. Thornsby said there is an issue of parking in front of building 1D. Thornsby presented a drawing that would convert the loop around building 1D into additional parking. Thornsby said Klickitat County had initially required the Port to set corner markers for all lots, but they have agreed to only require markers on developed lots.	
New Business	(Exec.D) Thornsby presented a change order to re-bury the utility	PC Schmitt M, to approve change

Harbor Drive – Change Order	<p>lines along lot 14, 17 and 18 that were installed too shallow. Thornsby met with the PUD and NW Natural and talked about the Port’s options. Thornsby said a change order could be issued for an estimate of \$10,000 to \$15,000 to have Crestline dig a shared trench with the PUD and NW Natural installing their own lines in the trench.</p> <p>(Exec.D) Thornsby said it has been determined there is too much material on lot 14 and in order to dispose of the material quickly and cost effectively a change order could be done with Crestline to clear the BNSF property for an estimate of \$5,000.</p>	<p>order to reinstall utilities at the proper elevation, PC Vinyard S, MP.</p> <p>PC Schmitt M, to approve the change order to clear the property purchased from the BNSF, PC Vinyard S, MP.</p>
Barge Salvage	(Exec.D) Thornsby said an individual, who states he has salvage rights to the barge that is grounded south of Doug’s beach, approached the Port for space to remove the barge from the water. PC Vinyard said it is very important that the Port not get involved in a potential liability. PC Schmitt said the Coast Guard is involved. Thornsby said he gave the individual information on how to contact state parks for possible use of Doug’s Beach for removal.	
Executive Directors Report Harbor Drive Improvement Project	(Exec.D) Thornsby said all organic material has been removed from lot 24. Thornsby said lot 17 and 18 will soon be finished. Discussion followed	
101 Parallel Building Upgrade	(Exec.D) Thornsby said he has not issued the notice to proceed because the tenant does not wish to pay for a \$7,000 switch vault. Thornsby said the switch vault was first discussed with the tenant in May of 2011. Thornsby said the PUD has said that it would be expensive to come back and add the switch vault in the future. Thornsby said the project is on hold at this time and he is waiting to hear back from the PUD and the tenant.	
Financial Consulting Services	(Exec.D) Thornsby said we need to determine what we are going to do with developing an RFQ for Financial Consulting soon because we are running out of time and we will be working on the next annual report at the end of the year.	

Executive Directors Report continued... Computer	(Exec.D) Thornsbery reported his computer in no longer operable. Thornsbery said he will order a new one and we should have it a couple of weeks.	
Commissioners Reports:	Herman: PC Herman nothing. Schmitt: PC Schmitt said he missed the SR 35 bridge meeting. Vinyard: PC Vinyard said he attended the EDA meeting and said that next year only \$50,000 will be allowed for proposals. Vinyard said they are working on criteria for applications and focusing on critical needs. (Exec.D) Thornsbery said he will attend PNWA next week and WPPA the week after. Thornsbery said he has been appointed to the Washington State Archives Oversight Committee.	
Public Comment	Julie Korenko, Insitu, said she is very impressed with the progress that Crestline has made.	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:35pm	

Approved on NOVEMBER 1, 2011
(Date)

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

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

/s/ WAYNE VINYARD
Wayne Vinyard, President