


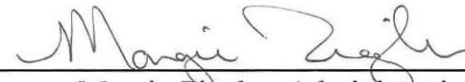
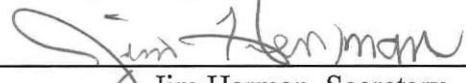
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman; William Schmitt; Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. <b>Guests PC/Staff Absent: None. Guests Present:</b> Brad Roberts, Rivermile 172; Scott Pimley, Insitu; Julie Korenko, Insitu; and Don McDermott, Dallesport Community Council.	Meeting called to order at 4:37pm.
<b>Administrative Matters</b>  Approval of Minutes  Approval of Vouchers       Resolution 1-2012 Delegation of Authority	Minutes – January 24, 2012           Vouchers – January 30, 2012 #24636-24639 for \$27,018.50.  Payroll Vouchers – February 6, 2012 #24640 and #D10345-D10360 for \$11,181.25.  Vouchers – February 7, 2012 #24641-24661 for \$10,479.59.  (Exec.D) Thornsby said making the changes contemplated at the last meeting will be a lengthy process and recommends the PC adopt the resolution as is and develop a new resolution after discussion in future meetings.	PC Schmitt M, to approve the January 10, 2012 minutes with changes, PC Herman S, MP 2-0. Vinyard abstained because he was not present on the 10th.           PC Herman M, to approve the vouchers, PC Schmitt S, MP 3-0.           PC Schmitt M, to approve Resolution 1-2012 Delegation of Authority, PC Herman S, MP 3-0.
<b>Old Business</b> Industrial Development District Levy	(Exec.D) Thornsby presented a series of questions the Port might receive by allowing the IDD to expire and doing a levy lift. Thornsby said a general document could be prepared for the public and asked if there are any additional questions that should be addressed in a document. Discussion followed.	

<p><b>Old Business</b> Industrial Development District Levy continue....</p>	<p>PC Schmitt said he will work with Thornsbury to come up with a general presentation to describe the IDD and levy lift. PC Vinyard said it is a very good idea to show what the Port has already invested in. PC Herman said we could also ask for support of the grade separated railroad crossing.</p>	
<p>Delegation of Authority</p>	<p>(Exec.D) Thornsbury asked how the Commission would like to come up with the discussion items for the Delegation of Authority. PC Schmitt would like to see copies of other Delegation of Authority documents.</p>	
<p><b>New Business</b> Strategic Plan Update</p>	<p>(Exec.D) Thornsbury presented a copy of the draft Strategic Plan introduction he prepared from his notes from the previous planning meetings. Thornsbury asked the PC if they agreed this is an accurate representation of the strategic goals and objectives. PC Schmitt thought the values section should be revised. Thornsbury said once the foundation is established we can move on to the next step of identifying specific projects, establishing cost estimates, and setting priorities.</p>	
<p>Port Commission Procedures</p>	<p>(Exec.D) Thornsbury said the PC already talked about procedures under delegation of authority and he will make an outline for future discussion.</p>	
<p><b>Executive Directors Report</b> 101 Parallel Building Upgrade</p>	<p>(Exec.D) Thornsbury said the project has been challenging. Thornsbury said the change order is too large and he is trying to address the issue. Thornsbury said he will have more information at the next PC meeting.</p>	
<p>WPPA Port Commission Seminar</p>	<p>(Exec.D) Thornsbury said the bi-annual WPPA Port Commission Seminar will be July 22-24, 2012 in Cle Elum, WA. Thornsbury asked if one of the PC members would like to attend. Thornsbury said registration will likely be in early May.</p>	
<p>Meeting Change</p>	<p>(Exec.D) Thornsbury said he will be attending the PNWA Spring meeting in Portland on February 21<sup>st</sup> and suggested the PC start the meeting at 5:00pm or cancel it altogether.</p>	<p>Discussion followed and the PC tentatively agreed to cancel the PC meeting if there are no agenda items to discuss.</p>

<p><b>Executive Directors Report Continued.....</b> RFQ Marina Engineering</p>	<p>(Exec.D) Thornsby said the RFQ is almost ready to go out regarding engineering for a marina plan. Thornsby reported the interested tenant is now looking at purchasing a different vessel and may change the requirements.</p>	
<p><b>Executive Directors Report continued ...</b> Snow and Ice Damage</p>	<p>(Exec.D) Thornsby stated there has been damage to roof vents in Building 1D and 1E from the ice and snow and that the addition of snow cleats is being considered. Thornsby said there is also minor gutter damage on Building 1E and some sheetrock damage inside. Thornsby said Randy Salisbury, DSP Architecture, looked at the latter and said there is no structural movement and was improperly installed.</p>	
<p><b>Commissioners Reports: Committee Updates</b></p>	<p>PC Vinyard: An EDA meeting is scheduled for February 8<sup>th</sup> but it may be cancelled.</p> <p>PC Herman: Asked if there have been any complaints regarding the fence around Lot 34. (Exec.D) Thornsby said only one person stopped at the office and asked if the Park is only “that little strip” along the river.</p> <p>PC Schmitt – Will not be able to attend the Hood River bridge meeting on February 23<sup>rd</sup> and (Exec.D) Thornsby said he will attend the meeting. PC Vinyard said he would also like to sit in on the bridge meeting.</p>	
<p><b>Public Comment</b></p>	<p>Julie Korenko, Insitu, asked for permission to do water and soil samples on Lot 24. Korenko said developers were on site today and tomorrow for the RFP. Discussion followed regarding the timeline for leveling the remainder of Lot 24 and starting work on Lot 23.</p> <p>Scott Pimley, Insitu, said the temporary/mobile buildings are being disassembled for placement on Lot 34. Pimley said work is being done on the lease.</p> <p>Brad Roberts, Rivermile 172, told the Port to keep up the good work.</p>	

<b>Public Comment continued....</b>	Don McDermott, Dallesport Community Council, asked for an update on the Dallesport Industrial Park. McDermott expressed concern about the possible coal dust contamination of property adjacent to the railroad if there were an increase in the number of coal trains in the Gorge.	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 5:39pm	

Approved on March 6, 2012  
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 (Date)  
  
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 Marc Thornsbury, Executive Director

  
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 Margie Ziegler, Administrative Assistant  
  
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 Jim Herman, Secretary