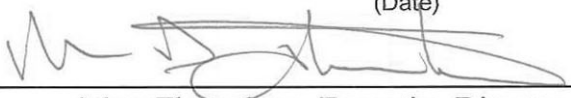
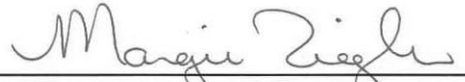
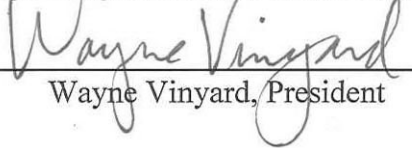


TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsby; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. <b>PC/Staff Absent:</b> PC James Herman. <b>Guests Present:</b> Julie Korenko, Insitu.	Meeting called to order at 4:31pm.  PC Vinyard said that PC Herman is excused.
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – November 27, 2012  Minutes – April 16, 2013  Vouchers – April 29, 2013, #25223-25227, \$20,614.54.  Payroll Vouchers – May 6, 2013 #D10702-D10716, #25228, \$11,112.80.  Vouchers – May 7, 2013, #25229-25245, \$18,238.30.  Funds Transfer – 2003 Bonds, June 1, 2013, \$18,193.75.	PC Schmitt M to approve the minutes, PC Vinyard S, MP 2-0.  PC Vinyard tabled approval of the minutes until PC Herman is in attendance.  PC Schmitt M to approve the vouchers, PC Vinyard S, MP 2-0.
<b>Old Business</b> Marina Park Parking Plan - Adoption	(ED) Thornsby said the Marina Park Parking Plan has been advertised in the newspaper and on the Port's website. Thornsby said there has not been any additional comments regarding the plan and once the plan is adopted he will move on with restroom design and the larger marina plans.	PC Schmitt M to adopt the Marina Park Parking Plan, PC Vinyard S, MP 2-0.
<b>New Business</b> DIP Prospective Tenant	(ED) Thornsby presented information regarding a prospective tenant at DIP that is looking at several locations. Thornsby presented several possible locations and asked if there were any areas to which the PC was opposed. Discussion followed regarding conflicts with aggregate	By consensus, the PC chose the blue area as the preferred location and the orange area was an acceptable alternative and the red and green areas

<p><b>New Business continued...</b> DIP Prospective Tenant continued...</p>	<p>mining, water quality, offensive odor, dust, etc. PC Vinyard said there was a composting proposal in the past that was turned down by the Port and he is concerned about allowing something like this in the industrial park. He further stated that the Dallesport Community Council needs to be informed and asked their opinion before the Port proceeds. Thornsby said the proposed sites are away from other tenants. PC Schmitt said he is concerned with the tenant being too close to water and the potential for contamination. Water quality testing and approval from Ecology and EPA was discussed. Thornsby talked about easements with the BPA and Williams Pipeline. PC Schmitt said there is already a transfer station, asphalt plant, and fish processing operation in Dallesport. PC Vinyard said he is concerned that there is such a small amount of jobs per acre. PC Vinyard said the proposal supports local agriculture, reduces materials going to the landfill, and has a positive environmental impact, but it may not be worth the potential problems.</p>	<p>are not. The PC also wants input from the Dallesport Community Council before a decision is made.</p>
<p>Groundskeeping Contract</p>	<p>(ED) Thornsby said the Port received two bids and the low bid was for \$895 per month, and \$11,900 for initial clean up for the landscape around the Port buildings. Thornsby said the amount is just slightly more than what was budgeted. Thornsby said the Port Maintenance staff will mow the parks. Thornsby said weeds have been sprayed by the Port and after clean-up, the beds will mulched by the contactor.</p>	<p>PC Vinyard M, to award the landscaping contract to FLI Landscaping, PC Schmitt S, MP 2-0.</p>
<p>Window Cleaning Contract</p>	<p>(ED) Thornsby said two responses were received and one contractor was disqualified for having failed to complete the bid correctly. This left the low bid at \$1,130.00</p>	<p>PC Schmitt M, to award the window cleaning contract to Clean-All, PC Vinyard S, MP 2-0.</p>
<p><b>Executive Director's Report</b> BP Infrastructure Improvement Project</p>	<p>(ED) Thornsby said work resumed last week with equipment moving dirt over the weekend, adding that work is now under way to move the existing fiber and copper telco lines into the joint utility trench. Thornsby said the PUD can transfer power to the new pole next week, but it will involve a brief power outage. Thornsby said all tenants are ok with the outage on May 10<sup>th</sup>, except for Insitu. Discussion followed about the power outage and the impact to tenants. Thornsby said the</p>	<p>By consensus, the PC wants to minimize power outages to tenants as much as possible in the future, but if a tenant wants to not have a power outage during the week, then the PUD will be scheduled for the weekend at the tenant's expense.</p>

<p><b>Executive Director's Report cont...</b> BP Infrastructure Improvement Project continued...</p>	<p>PC needs to set a policy for planned power outages in the future. Thornsbury said there is some risk of delay of the project if we have to reschedule for a weekend. Thornsbury said if there is a delay in the project, Nutter may leave to work on other projects while they wait and that could jeopardize getting them back on the project quickly. PC Schmitt recommended the Port forge ahead and get the project done so that Insitu can start their project. Thornsbury said the PUD originally wanted to start the power outage at noon but he requested it for 2pm to minimize the outage. Thornsbury said there is a risk that if something goes wrong, the Port may have to pay overtime. Thornsbury said the natural gas and data contractors will start next week and after the joint utility trench is complete, the only thing left to do is move the remaining dirt and pave.</p>	
<p>WPPA Spring Meeting</p>	<p>(ED) Thornsbury said he will be presenting at the WPPA Spring Meeting at Skamania Lodge.</p>	
<p><b>Commissioners Reports</b></p>	<p>None</p>	
<p><b>Public Comment</b></p>	<p>None</p>	
<p><b>Adjournment</b></p>	<p>PC Vinyard adjourned the PC Meeting at 5:56 pm.</p>	<p>PC Vinyard M, to adjourn the meeting PC Schmitt M S, MP 2-0.</p>

Approved on June 18, 2013  
(Date)  
  
\_\_\_\_\_  
Marc Thornsbury, Executive Director

  
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Margie Ziegler, Administrative Assistant  
  
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Wayne Vinyard, President