


TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsby; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> Anthony Stout, Dallesport Foundry and Don McDermott, Dallesport Community Council.	Meeting called to order by PC Vinyard at 4:31pm.
<b>Public Hearing</b> Surplus of the 101 Parallel Building	PC Vinyard opened the public hearing regarding the surplus of the 101 Parallel Building at 4:32pm. (Exec.D) Thornsby reviewed why the building is being surplused and the requirements for the public hearing. Thornsby presented a summary of necessary repairs to, and problems with the building. Anthony Stout, Dallesport Foundry, asked what will be salvaged out of the building. (Exec.D) Thornsby explained the bid process that will be used. PC Vinyard closed the public hearing at 4:38pm.	
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – November 26, 2013  Vouchers – December 04, 2013, #25477, \$77,205.29.  Payroll Vouchers – December 05, 2013 #25476, D10855-D10869, \$11,581.35.  Wire Transfer – Bank of New York 2003 Bond Payoff - December 30, 2013, \$622,698.61.  Vouchers – December 17, 2013 #D25479-25504, \$16,292.85.	PC Schmitt M to approve the minutes with correction, PC Herman S, MP 3-0.  PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.

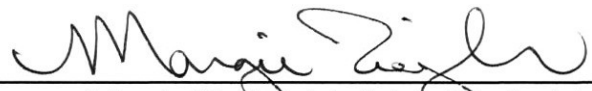
<b>Administrative Matters cont...</b>	Payroll Vouchers – December 20, 2013 #25478, D10870-D10876, \$9,133.88.	
Resolution No. 8-2013 Tax Levy Correction	(Exec.D) Thornsby said the original resolution contained an error in the recitals and that correcting the error will not affect the provisions of the resolution itself.	PC Schmitt M to correct Resolution No. 8-2013, PC Herman S, MP 3-0.
Resolution No. 11-2013 Surplus of 101 Parallel Building		PC Schmitt M to approve Resolution No. 11-2013, PC Herman S, MP 3-0.
Resolution No. 12-2013 Dallesport Industrial Park Water Rates	(Exec.D) Thornsby said the 3% increase was set by the Port Commission.	PC Schmitt M to approve Resolution No. 12-2013, PC Herman S, MP 3-0.
<b>Old Business</b>	None	
<b>New Business</b> Vacation Payout	(Exec.D) Thornsby noted that, having already worked an extra eleven weeks in 2013, it is clear he will not be able to utilize his vacation this year.	PC Schmitt M to approve the payout of unused vacation hours to (Exec.D) Thornsby, PC Herman S, MP 3-0.
January Meeting Schedule	(Exec.D) Thornsby pointed out that there will be no quorum at the first PC meeting in 2014 as PC's Schmitt and Herman will be absent.	By consensus, the PC elects to cancel the PC meetings on January 7 and 21 and hold one meeting on January 14.
DIP Binding Site Plan Update	(Exec.D) Thornsby presented a summary of changes that will be made to the DIP Binding Site Plan. Thornsby noted there may be some changes to Lot 54 for Dirt Hugger. Thornsby talked about how property lines don't serve a purpose until the land is developed and something is built. Thornsby said we do not have a master plan for Dallesport and we have to take the opportunities as they come along. Thornsby said currently properties are leased by drawing a legal description. Thornsby said the deadline for the Binding Site Plan Update is for the development on the parallel building.	

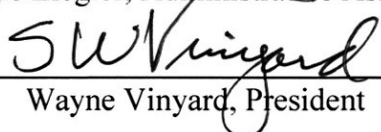
<p><b>Executive Director's Report</b> 2013 Year-in-Review</p>	<p>(Exec.D) Thornsbery presented a summary of the Port's accomplishments in 2013. Thornsbery said it was a good year and we completed a few projects we had not anticipated such as the Marina Way Overlay and removing the rock piles from BPBP Lots 17 and 18. PC Vinyard said this time last year we were in lease negotiations and now we have buildings going up.</p>	
<p>BP Grade-Separated Railroad Crossing</p>	<p>(Exec.D) Thornsbery noted that house and senate transportation bills are being proposed in Olympia. Thornsbery said in the house version of the bill there is funding allocated for the freight mobility study. Thornsbery said in the Senate version the money for the study is removed and replaced with \$22 million for construction of a grade-separated railroad crossing. Thornsbery cautioned that the later would not address a number of important aspects including road connections to the crossing on private property in the Bingen City limits, congestion in the area of Maple St., SR-14, and SR-141 (Oak St), and documenting the importance of the existing at-grade railroad crossing. Thornsbery noted it is too early to tell what might happen to one or both bills before passage.</p>	
<p>Chamber of Commerce</p>	<p>(Exec.D) Thornsbery said he has been contacted by the Chamber of Commerce regarding the possible use of Marina Park for a tourism event in the Fall of 2014. Thornsbery said he does not have any further details at this time.</p>	
<p>Estimated Cost of Living</p>	<p>(Exec.D) Thornsbery noted that the estimated for cost of living adjustment for 2013 is 1%.</p>	
<p>RV Park Meter</p>	<p>PC Vinyard said he was approached by Ron Ihrig, PUD, and asked about the delay in repairing the RV Park meter. Discussion followed. Thornsbery said he should be installed in January 2014.</p>	
<p><b>Commissioners Reports</b></p>	<p>PC Schmitt said he attended the MCCED meeting and noted they still have funds to loan to businesses. Schmitt explained the loan program requirements.</p>	

<b>Public Comment</b>	Don McDermott, Dallesport Community Council, said he received comments at the last meeting regarding junk at the DIP and asked why there are no regulations to prevent junk. He also asked why the Port has not made anyone clean it up so that we can entice businesses. (Exec.D) Thornsbury said the junk is on private property not owned or controlled by the Port.	
<b>Executive Session – Personnel – Performance Evaluation – Executive Director for 30 min.</b>	PC Vinyard adjourned the regular meeting at 5:57pm. PC Vinyard called an Executive Session at 5:57pm to conduct a performance evaluation of the Executive Director pursuant to RCW 42.30.110(1)(g) for a period of thirty minutes.  At 6:27pm PC Vinyard extended the executive session for an additional thirty minutes. At 6:59pm PC Vinyard adjourned the executive session. No action was taken in the Executive Session.	
<b>Cost of Living Adjustment</b>	PC Vinyard reopened the PC Meeting at 7:00pm.  The Port Commission discussed the 2014 salary for the Executive Director and the disparity in comparison to the same position at other Ports in the region.	PC Vinyard M to approve a 1% cost of living adjustment (COLA) and an additional 2% for the Port’s Executive Director. PC Schmitt S. MP 3-0.
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 7:08pm.	PC Schmitt M, to adjourn the meeting, PC Herman S, MP 3-0.

Approved on January 14, 2013  
(Date)

  
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Marc Thornsbury, Executive Director

  
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Margie Ziegler, Administrative Assistant

  
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Wayne Vinyard, President