

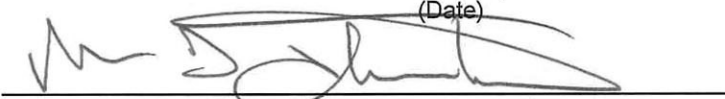
TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: None.	Meeting called to order by PC Vinyard at 4:57 PM.
Administrative Matters Approval of Minutes	Minutes – November 8, 2016	PC Schmitt M to approve the minutes, PC Herman S, MP 2-0. PC Vinyard abstained because did not attend the meeting.
Approval of Vouchers	Payroll Vouchers – November 21, 2016, D11646-D11652, #26802-26804, \$10,317.76 Vouchers – November 22, 2016, #26805-26818, \$10,087.30.	PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.
Resolution No. 5-2016 Establishing a Finding of Substantial Need for the Purposes of Setting the Limit Factor for the 2017 Regular Tax Levy	ED Thornsburg explained the purpose of the substantial need resolution and how this helps the Port keep up with inflation by allowing the Port to levy its full one percent increase.	PC Herman M to approve Resolution No. 5-2016, PC Schmitt S, MP 3-0.
Resolution No. 6-2016 Regular Tax Levy	Thornsburg explained that the resolution directs the county to levy, in 2017, an amount equal to the amount levied in 2016 plus one percent as allowed by the finding of substantial need.	PC Herman M to approve Resolution No. 6-2016, PC Schmitt S, MP 3-0.
Resolution No. 7-2016 Adoption of 2017 Budget	Thornsburg explained that the resolution adopts the Port's budget reviewed at the prior public hearing.	PC Herman M to approve Resolution No. 7-2016, PC Schmitt S, MP 3-0.


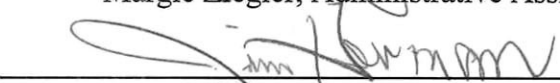
Administrative Matters cont... Resolution No. 8-2016 Amendment of Comprehensive Scheme of Harbor Improvements and Industrial Developments	Thornsbury explained that the resolution amends the Port's Comprehensive Scheme to include the Port's Capital Improvement Projects as reviewed at the prior public hearing.	PC Herman M to approve Resolution No. 8-2016, PC Schmitt S, MP 3-0.
Old Business	None	
New Business BST Road Surfacing	<p>ED Thornsbury presented an analysis of Bituminous Surface Treatment (BST), also known as "Chip Seal", versus Hot Mix Asphalt (HMA) for road surfacing. Thornsbury explained that he spoke with Klickitat County Public Works staff and the Port's engineer regarding the advantages and disadvantages of each alternative. He added that the PC should consider the results of the analysis when considering any surfacing projects for the 2018 capital budget.</p> <p>PC Herman asked if there might be a way Klickitat County could assist the Port in surfacing the unpaved portion of Dock Road in the Dallesport Industrial Park (DIP). Thornsbury suggested that, given the county budget constraints and the limited rural public facilities tax funds (aka 0.09 monies pursuant to RCW 82.14.370) available, the PC should not count on funding from the County. PC Schmitt described the importance of having a good base if any road surface is going to hold up. He added that most roads with a chip seal surface are resurfaced every three years. Vinyard asked if there was a way to enforce weight and speed limits on Dock Road. Thornsbury explained that doing so would be difficult and expensive.</p> <p>Thornsbury said crushed rock will have to be placed over the existing mix of crushed and river rock to provide a stable base and noted that maintaining the road after any grading will require ongoing dust control. PC Schmitt said there is a product they spray on the roads in Yakima for dust control. Thornsbury explained that gravel must include fines that</p>	

<p>New Business cont... BST Road Surfacing cont...</p>	<p>help bind the aggregate together, but dry conditions combined with trucks traveling at high speed disturb the fines which are then blown away by the wind, allowing the aggregate to shift. He added that the PC should consider a fix for Dock Road that will hold up over time for possible inclusion in the Port's 2018 budget.</p>	
<p>Executive Director's Report DIP Rail Repairs</p>	<p>ED Thornsburg said he has been documenting the condition of the Port's rail spurs at the Dallesport Industrial Park (DIP). He added that several of the repairs are being completed by Port maintenance staff to limit the total project cost, but noted that some work will have to be done by a contractor with the proper skills and equipment.</p> <p>Thornsburg explained that a Request for Quote (RFQ) will be prepared for tie replacement and repairs and noted he would meet with a Federal Railroad Administration (FRA) inspector the following week to confirm that the repairs made by Port staff are acceptable. He cautioned that the number of ties needing repair is greater than expected and may result in repair costs in excess of the budgeted amount.</p>	
<p>December Meeting Schedule</p>	<p>The December meetings were discussed and the January meetings will be discussed at the next meeting.</p>	<p>By consensus, the PC chose to reschedule the December 6 meeting for December 13 and cancel the December 20 meeting.</p>
<p>Columbia River System Operations</p>	<p>ED Thornsburg explained that public comments were being accepted concerning scoping for the Columbia River System Operations environmental impact statement and the potential long term impact on the Port resulting from the removal of dams on the Columbia/Snake River system. Thornsburg presented a draft letter submitting comments on behalf of the Port. Thornsburg noted that a public meeting will be held at the Discovery Center on December 6.</p> <p>PC Vinyard asked if the Port should attend the meeting. Thornsburg stated he did not believe it would be necessary if written comments were</p>	<p>By consensus, the PC directed staff to add the matter to the agenda for the next meeting.</p>

<p>Executive Director's Report cont... Columbia River System Operations cont...</p>	<p>submitted, but suggested that any commissioner with strong feelings on the matter should consider attending. PC Schmitt said the letter is good and to the point.</p> <p>Thornsbury noted that while there has been talk of dam removal, there has been less discussion of practical alternatives to replace the transportation, power generation, flood control, recreation, and other benefits provided by the dams. Thornsbury said if the PC is interested in weighing in on the matter, the issue and letter should be discussed at the next PC meeting.</p>	
<p>Commissioners Remarks</p>	<p>PC Vinyard talked about the EDA meetings he attended and how the draft economic development strategy divides the county into three areas: the western section with a focus on unmanned aerial systems and forest products; the central section with a focus on technology and wine making; and the eastern section with a focus on wind energy and agriculture.</p> <p>Vinyard argued that the Port's primary focus must be on employment opportunities regardless of the industry and pointed out that it must be careful to keep the door open for the next successful startup. Vinyard noted that Klickitat County has a 6% unemployment rate and the Port should make sure its economic development efforts are focused on putting that 6% to work.</p>	
<p>Public Comment</p>	<p>None</p>	
<p>Executive Session Performance Evaluation- Executive Director</p>	<p>PC Vinyard called for a five minute break at 5:45pm. Vinyard called an Executive Session at 5:53pm to conduct a performance evaluation of the Executive Director pursuant to RCW 42.30.110(1)(g) for a period of one hour.</p> <p>At 6:55pm Vinyard adjourned the executive session. No action was taken in the executive session.</p>	

Executive Director Salary	PC Vinyard reopened the PC Meeting at 6:56pm. Vinyard stated the PC is satisfied with the performance of the Executive Director. PC Herman highlighted the progress made by the Port in 2016. Discussion followed concerning the Executive Director's salary. ED Thornsburg noted the inflation rate for 2016 is expected to be approximately 1%.	PC Schmitt M to approve a 3% increase for the Port's Executive Director for 2017. PC Herman S. MP 3-0.
Adjournment	PC Vinyard adjourned the PC Meeting at 7:03pm.	

Approved on December 13, 2016
 (Date)

 Marc Thornsburg, Executive Director


 Margie Ziegler, Administrative Assistant

 Jim Herman, Secretary