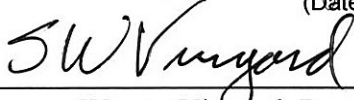


December 22, 2020

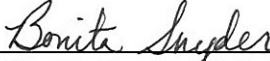
TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Administrative Services Manager (ASM) Margie Ziegler; Administrative Assistant (AA) Bonita Snyder, and Maintenance Lead (ML) Jeff McClain. PC/Staff Absent: None. Guests Present: Richard Foster, KCPEDA; Via Teleconference: Byron Hanke, Port Consultant; Brian Charters, Insitu.	Meeting called to order by PC Vinyard at 4:30 PM.
Administrative Matters	None.	
Old Business	None.	
New Business Announcement of New Executive Director	PC Vinyard stated after interviews and considerable discussion the PC was ready to entertain a motion to appoint a new Executive Director. A motion was made and passed to appoint Margie Ziegler. Ziegler thanked the PC and stated she would like to share a list of goals and projects as a follow up to the budget workshop at the January meeting. Vinyard mentioned there was a draft press release to be finalized and released. Ziegler stated her intention to introduce herself as ED to all tenants by phone call the following day.	PC Schmitt M to accept Margie Ziegler as the new Executive Director, PC Herman S, MP 3-0.
Executive Director's Report NW Lot Boundary Fill Project and Change Order Update	ASM Ziegler stated Darrin Eckman, Tenneson Engineering is waiting to hear from the contractor regarding soil testing results of potential fill. She added Crestline's equipment is still on site.	
Executive Director's Report (cont.) DIP 151C Building Update	ASM Ziegler stated a construction meeting was scheduled for the next morning. PC Schmitt reported the water tap is complete and the filtration pond has been dug. He stated the footings were being dug. PC Vinyard asked if there was photo documentation of the construction. Schmitt stated he would take photos. Ziegler stated the ground breaking was scheduled for December 28 at 1:00 PM and she had invited the Klickitat County Commissioners and Richard Foster of Klickitat County Public	

	Economic Development Authority (KCPEDA).	
Executive Director's Report (cont.) Natural Gas Emergency	ASM Ziegler reported on the NW Natural gas emergency shutoff. She stated the Port worked with tenants toward plans to maintain above freezing temperatures in buildings with consideration to water flow fire suppression systems and other interior plumbing. ML Jeff McClain reported all natural gas was restored for Port tenants.	
Executive Director's Report (cont.) Water Flow Switch	ASM Ziegler said Performance Systems Integrated replaced the flow switch for Building 118 (1D's) fire system.	
Executive Director's Report (cont.) Dallesport Log Yard	ASM Ziegler stated Dallesport Log Yard expressed interest in doing a short term lease of Lot 8 as well as the staging area. She noted the Log Yard leased Lot 8 in 2014. PC Vinyard asked if the 2014 lease had been reviewed. Ziegler read the portion of the 2014 lease concerning bark and debris cleanup. Vinyard stated he was glad the prior lease had a clause concerning removal of bark materials and leaving the lot clean. PC Schmitt said materials cleanup was his main concern as well. PC Herman concurred. Ziegler stated the previous lease rates and asked what the new rate should be. Herman suggested adjusting the 2014 rate annually by CPI. Ziegler added Lots 43, 44, 45 are annually amended, so she will work on their seventh amendment.	By consensus, the PC directed ASM Ziegler to enter into a short term lease with Dallesport Log Yard for Lot 8 and allow use of the staging area.
Executive Director's Report (cont.) Cam Thomas Development	ASM Ziegler stated Cam Thomas's developer wants to present his new building plans to the Port at the next PC meeting.	
Commissioners Remarks	PC Vinyard thanked ASM Ziegler for her past efforts at the Port and was looking forward to working with her as Executive Director.	
Public Comment	Byron Hanke, Port Consultant, congratulated ASM Ziegler on joining the ranks of the Executive Director group. He added many applicants showed promise and the finalists were all outstanding candidates. He stated his belief Ziegler's experience would support her in making her mark on the Port of Klickitat for years to come.	

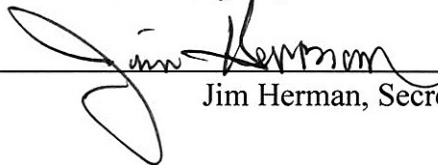
Public Comment (cont.)	Richard Foster stated the Klickitat County Public Economic Development Authority (KCPEDA) Board is tentatively scheduled to meet January 26. He said the Infrastructure Project List will be an agenda item at the January board meeting. He suggested the KCPEDA Infrastructure Projects List was an important stepping stone for any funding whether from a County, State, or Federal level. Discussion followed about the kinds of projects the Port could explore.	
Adjournment	PC Vinyard adjourned the PC Meeting at 4:58 PM.	

Approved on January 5, 2021
 (Date)


 Wayne Vinyard, President



 Bonita Snyder, Administrative Assistant



 Jim Herman, Secretary