

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) Margie Ziegler; and Administrative Assistant (AA) Bonita Snyder. <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> Port Attorney Bill Eling.	Meeting called to order by PC Vinyard at 4:35 PM.
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – July 20, 2021.  Vouchers – July 28, 2021, #28710-28722, \$46,795.54.  Vouchers – August 3, 2021, #28723-28733, \$78,832.92.  Payroll Vouchers – August 5, 2021, #D12969-D12985, \$14,210.89.  ED Ziegler noted Enduris wrote that due to an increase in claims over the past year members are experiencing a cost increase of 10-15%. She noted without the addition of the new building and equipment, the Port’s overall rate increased by 17%.	PC Schmitt M to approve the minutes as corrected, PC Herman S, MP 3-0.  PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.
<b>Old Business</b>	None.	
<b>New Business</b>	None.	
<b>Executive Director’s Report</b> Port 2020 Financial Report	ED Ziegler presented the 2020 Financial Statement. Ziegler noted the Marina project was unfinished. She said she has scheduled a meeting with Stacey Frost of Maul Foster and Alongi to determine how to close the project. She also reviewed 2021 income and expenses to date as compared to the 2021 budget.  The 2021 Capital Budget was discussed. PC Vinyard noted more material would be needed for the Marina Parking Lot and asked if	

<p><b>Executive Director's Report (cont.)</b> Port 2020 Financial Report (cont.)</p>	<p>asphalt grindings could be placed on the lot as added material.</p> <p>PC Herman asked about the timeline for Water Reservoir cleaning. Ziegler stated she is in contact with contractors who can clean the reservoir and would explore having the reservoir inspected at the time of cleaning. Herman said painting the reservoir could not be put off further if the inspection showed damage. PC Schmitt stated it has been postponed for about 15 years. Vinyard agreed and said the Port needs to be mindful of rust damage requiring a more costly fix than paint.</p>	
<p><b>Executive Director's Report (cont.)</b> BPT Underpass Drainage</p>	<p>ED Ziegler asked the PC to clarify the timing of the PC's request for Darrin Eckman of Tenneson Engineering's assessment of impacts of the underpass: Should the study be completed as the underpass is currently designed or after the underpass is completed?</p> <p>Discussion followed about complications to the Port as a result of the underpass, including:</p> <ul style="list-style-type: none"> <li>• Stormwater drainage</li> <li>• Potential obligation to pump lake permanently</li> <li>• Permanently establishing Marina Way below flood plain</li> <li>• Lot access limitations</li> <li>• Wastewater re-engineering for Bingen Point lots west of the Underpass access onto Marina Way, including the need for an additional lift station</li> <li>• Build an impermeable wall to protect land and roads from high water events</li> <li>• Financial impact to revise Port's current design plans</li> </ul> <p>The PC discussed the perceived flood issues for the roadway itself, and stated the Washington State Department of Transportation (WSDOT) needed to be made aware of the flood potential. PC Vinyard stated WSDOT needed to be made aware that Marina Way is below flood plain,</p>	<p>By consensus the PC stated they wanted Darrin Eckman, Tenneson Engineering, to evaluate the Underpass Design and its effect on the Port's current development plan for Marina Way, Maple Street and BPT Lots 1, 2, 4, 5, 6, 7 &amp; 8 and communicate the impacts to the Washington State Department of Transportation.</p>

<p><b>Executive Director's Report (cont.)</b> BPT Underpass Drainage (cont.)</p>	<p>and requested WSDOT respond with a plan to mitigate the flood risk. PC Schmitt noted the original proposal was for an overpass, which did not have all these complications and expressed his belief WSDOT needed to be made aware of it. Vinyard stated Eckman could evaluate WSDOT's solutions for risk to the Port, rather than the Port fronting the engineering for developing solutions, as it should not be responsible for engineering WSDOT's design.</p> <p>Schmitt stated Eckman needed to provide a general overview on the impacts, with specific information about the pump house. Ziegler stated she would request a scope of Eckman's time and expense to complete the kind of study the PC was asking for.</p> <p>Discussion followed about developing Maple Street as an emergency exit. Schmitt suggested Maple Street should be paved and guard rails installed if preserved by the Port as an emergency exit. The PC emphasized the importance of having Eckman engage in discussions to encourage WSDOT to generate solutions relating to the flood plain.</p>	
<p><b>Executive Director's Report (cont.)</b> CERB DIP Feasibility Study Grant</p>	<p>ED Ziegler received a response from the Community Economic Revitalization Board (CERB) saying the Port's grant application for funding for a feasibility study at DIP passed threshold. Ziegler will present the grant request before the CERB board on September 16.</p>	
<p><b>Executive Director's Report (cont.)</b> DIP 151C Building Update</p>	<p>ED Ziegler stated Change Order #13 for \$2,332.66 was signed off for additional electrical outlets. Ziegler said Dana Hale, Hale Construction, will schedule his electrician. Hale has asked the Port to meet him and go over the plan before his electrician completes the installation. Schmitt stated he reviewed and approved the map. Ziegler noted she is still working on Change Order #14 which will be a credit for landscaping.</p> <p>Ziegler reported she met with Dave McClure and Richard Foster of Klickitat County Public Economic Development Authority at the 151C building and enlisted their help to market the building.</p>	

<p><b>Executive Director's Report (cont.)</b> Skid Steer Damage</p>	<p>ED Ziegler stated the Skid-steer was damaged by rats so it will need to be repaired before the landscape rock can be completed. PC Vinyard asked if there was anyway to keep the rats out of the building. Ziegler stated the building was baited. Vinyard asked if the building could be sealed better. PC Schmitt said he provided the sealant and supplies to repair holes around the bottom of the 151B Building.</p>	
<p><b>Executive Director's Report (cont.)</b> BPT Lot 16</p>	<p>ED Ziegler noted BPT Lot 16 will not be occupied as anticipated, and reviewed expenses in preparation. She outlined the challenges which prevented a lease being signed. Ziegler noted she sent a fill permit to Artistic Excavation and they are bringing material to Lot 1 and Lot 6. PC Schmitt said he felt it would be nice if the Port could direct fill to the future site of the pumping station. Ziegler noted Darrin Eckman, Tenneson Engineering, has recommended stockpiling fill near the future pump site so it is ready to use for construction.</p>	
<p><b>Executive Director's Report (cont.)</b> BPBP Irrigation Automation Problem</p>	<p>ED Ziegler stated the BPBP irrigation automation has become a complicated problem. She noted maintenance staff has identified and fixed leaks, regulated the pressure from the pump, and now believe the controllers and the electrical panel may be faulty.</p>	
<p><b>Executive Director's Report (cont.)</b> BPT Lot 18</p>	<p>ED Ziegler reported Barnard is moving off Lot 18, but are submitting another bid, so have requested to stay until they determine if they receive the award. Barnard provided the temporary electrical connection to the Port free of charge. The PUD has transferred the connection to the Port's name. Discussion followed about the value added to the lot.</p>	
<p><b>Commissioners Remarks</b></p>	<p>PC Vinyard gave a report on the Klickitat County Public Economic Development Authority (KCPEDA) meeting he attended. He said he presented an update to the County about the 151C building, thanked the County for their support, and described the building as a seed to attract interest and create jobs.</p> <p>Vinyard shared projections from the Buildable Lands Inventory. He</p>	

<b>Commissioners Remarks (cont.)</b>	<p>expressed his personal opinion the timeline will be realized in 10 years rather than 30 due to the pandemic and urban movement. He noted the projections were based on data prior to the pandemic. The County has about 2,000 acres of industrial land (excluding the aluminum site) and 280 acres commercial land. He noted employment estimations have shifted from 1 in 4 home-based jobs to 1 in 3.</p> <p>PC Schmitt said the nominating committee has been appointed to find his replacement on the Mid-Columbia Economic Development District board.</p> <p>PC Herman said he met with County Commissioner David Sauter and thanked him for his support to the Port.</p>	
<b>Public Comment</b>	None.	
<b>Executive Session</b>	PC Vinyard recessed the PC Meeting at 6:29 PM for 8 minutes. Vinyard called an executive session at 6:37 PM pursuant to RCW 42.30.110(1)(i) (i) for a period of one half hour. Vinyard adjourned the executive session at 7:05 PM. No action was taken in the executive session.	
<b>DIP Lot 15 Lease</b>		PC Schmitt M to direct Port Attorney Bill Eling to draft termination documents relating to the DIP Lot 15 lease to Rapid Ready Mix, PC Herman S, MP 3-0.
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 7:07 PM.	

Approved on September 7, 2021  
(Date)

Margie Ziegler  
Margie Ziegler, Executive Director

Bonita Snyder  
Bonita Snyder, Administrative Assistant

Jim Herman  
Jim Herman, Secretary