TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	**Commissioner/Staff Present**: Port Commissioners (PCs) James Herman, William Schmitt (via teleconference), Wayne Vinyard; Executive Director (ED) Margie Ziegler; and Administrative Assistant (AA) Bonita Snyder. **PC/Staff Absent:** None. **Guests Present:** None.	Meeting called to order by PC Vinyard at 4:30 PM.
Public Hearing 2023 Budget 2023 Capital Improvement Plan 2023 Comprehensive Scheme Amendment	PC Vinyard opened the public hearing regarding the 2023 Operating Budget, Capital Budget, and Comprehensive Scheme amendment at 4:30 PM. ED Ziegler reviewed the budget summary with corrections as discussed in the budget workshop. PC Vinyard noted insurance rates have increased by $10,000 since last years budget. PC Schmitt noted the fire departments are also seeing a similar shift in insurance rates. No public comment was made or submitted. Vinyard closed the public hearing at 4:34 PM.	
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – October 18, 2022. Vouchers – November 1, 2022, #29261-29268, $26,241.15. Payroll Vouchers – November 4, 2022, #D13329-D13344, $14,037.57.	PC Herman M to approve the minutes, PC Vinyard S, MP 2-0, PC Schmitt abstains. PC Herman M to approve the minutes, PC Vinyard S, MP 2-0, PC Schmitt abstains.
Old Business BPT Bldg 1A Kerrits Remodel	ED Ziegler said Kerrits submitted studio plans to the Klickitat County Building Department for permitting. Ziegler stated she intends to meet with Melissa Hubbard, Kerrits November 14 to sign the amendment.	

Old Business (cont.) BPT Bldg 1A Kerrits Remodel (cont.)	Ziegler stated she viewed Suite E and the current tenant has identified things to be removed for recycling or disposal. Port Attorney Bill Eling will talk to tenant in Suite E to clarify questions on the lease amendment. Ziegler met with David Flaiz, Kerrits to discuss HVAC. She noted Suite C is currently able to stay warm enough. Ziegler stated KC provided ADA specifications. She said maintenance staff will measure the current restrooms to compare to the specifications and determine what changes need to be made.	
New Business	None.	
Executive Director's Report Tonnage Rate for Barge Dock	ED Ziegler stated the first barge of pulp logs has left the Port barge dock. She stated the Port needs to establish a wharfage rate for tonnage in addition to the board foot rate. Ziegler stated she reached out to Ports of Olympia, Vancouver, Lewiston, and Pasco. Ziegler shared the rates, and noted they do not all use the same measure or provide the same services. Ziegler stated PC Herman reviewed an analysis of wharfage rates, and Dorie Cothren, Dallesport Log Yard also provided a per ton rate. Ziegler stated she would like to come up with a rate to use between now and the end of the year. Discussion followed about rates and the current condition of the barge dock. Ziegler suggested the re-evaluated rate be added to wharfage and tariff resolution in January.	By consensus the PC set the rate through December 31, 2022 at $0.6253 cents per ton, with a re-evaluation of the rate January 1, 2023.
Executive Director's Report (cont.) 2022-04 DIP Well #2 Disinfection and Improvements	ED Ziegler stated she would share the bid results and apparent low bidder of the Well #2 Disinfection and Improvements project with the PC. PC Vinyard noted for the record a motion was previously passed to give Ziegler authority to accept the lowest responsible bidder.	
Executive Director's Report (cont.) DIP Mine Expansion Permit	ED Ziegler stated she has directed Darrin Eckman, Tenneson Engineering to focus attention on the mine. She also noted she reached out to George Bennett to evaluate mine royalty rates in Klickitat and Yakima counties. Ziegler stated Port Attorney Bill Eling will provide	

Executive Director's Report (cont.) DIP Mine Expansion Permit (cont.)	comments on the Mine Operating Agreement during the week of November 14. Ziegler stated a meeting with Eckman, Jeff Dean, James Dean, PC Vinyard, and herself will be held November 4, 2022 to establish clear understanding between the Port, Mine Operator, and Port Engineer of the scope of current and future mining, threshold numbers for disturbed acres, mining depth, adjust the bond amount to reflect current disturbed acreage, determine when reclamation is triggered, and what reclamation looks like. Discussion followed on how to set an appropriate bond limit. Ziegler noted she was recommending adjustment based on the original agreement and the disturbed acres.	
Executive Director's Report (cont.) General Updates	ED Ziegler stated she went to the Washington Public Ports Small Ports Conference. She discussed some of the things she learned regarding tourism. She noted she is planning to attend the Mid-Columbia Economic Development District Economic Symposium November 4, 2022. Ziegler provided an update on bark removed from the Dallesport Log Yard.	
Commissioners Remarks	PC Vinyard stated he missed the Klickitat County Public Economic Development Authority meeting, and he said he will try to get an update to share at the next meeting.	
Public Comment	None.	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:17 PM.	

Approved on November 22, 2022
(Date)

Margie Ziegler
Margie Ziegler, Executive Director

Bonita Snyder
Bonita Snyder, Administrative Assistant

Jim Herman
Jim Herman, Secretary