

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Margie Ziegler; (MT) David Sauter; and Administrative Assistant (AA) Bonita Snyder. PC/Staff Absent: None. Guests Present: Jason Spadaro, Nobel Forest Co.	Meeting called to order by PC Vinyard at 4:32 PM.
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – May 16, 2023. Payroll Vouchers – June 5, 2023, #D13496-D13511, \$15,071.59. Vouchers – June 6, 2023, #29561-29578, \$28,246.01.	PC Herman M to approve the minutes as corrected, PC Schmitt S, MP 3-0. PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.
Old Business BPT Bldg 1A Kerrits Remodel	ED Ziegler gave an update on Kerrits HVAC project. She said a quote was received, reviewed by MT Sauter and discussed with Darrin Eckman, Tenneson Engineering and Port Attorney Bill Eling. The quote to complete the project is \$92,388.00 plus \$6,929.10 sales tax. Ziegler stated Eckman, reviewed the quote and felt it was appropriate. Ziegler said the Port has followed our Attorney’s recommendations and the project was quoted at prevailing wage and will be invoiced to the Port. Ziegler said Kerrits’s remodel is a complicated project and the Port of Klickitat has taken the necessary steps. She said a meeting will be held to talk with Kerrits about next steps in the remodel because this HVAC project will use up almost all of the \$111,000 budgeted for the Port’s portion of the HVAC, LED lighting and ADA restroom upgrades. Ziegler said the equipment has been ordered and A&E will do a walk through the week of June 12 th for installation.	

<p>Old Business (cont.) BPT Bldg 1A Kerrits Remodel (cont.)</p>	<p>Sauter provided an update on the HVAC project for BPT Bldg 1B. He stated the installation went well. He added an update about the HVAC repair for BPT Bldg 1D. Sauter said the technicians from Johnson Controls were phenomenal. He noted the final part of the repair is to have Johnson Controls replace the controller. PC Vinyard noted it was important to maintain critical operations such as HVAC. Discussion followed about the HVAC for Bldg 1A suites C and D.</p>	
<p>New Business</p>	<p>None.</p>	
<p>Executive Director's Report 2022-04 DIP Well #2 Disinfection and Improvements</p>	<p>ED Ziegler said Beam construction will install the Well #2 door on Friday, June 9. Darrin Eckman, Tenneson Engineering will be working with Port staff and PUD to install the chlorinator. Ziegler said the Dallesport Fruit Company estimates cherry processing will start June 19th. Ziegler said the grant project period ends June 30th. Once the project is completed, grant funds can be requested for reimbursement.</p>	
<p>Executive Director's Report (cont.) 2022 Port Financial Statement & 2023 Year to Date</p>	<p>ED Ziegler presented the 2022 Port Financial Statement including the ending cash balance, deposits with treasurer, and liabilities including debt. Ziegler said 2022 Profit and Loss and Balance Sheet were also in the Port Commission packet and reviewed the capital assets. PC Schmitt stated he felt the equipment purchases and building construction were good business moves.</p> <p>PC Herman suggested investing in a 10,000 sq. ft. building and stated the asset will hold value and will be more cost effective to build now than in five years. PC Schmitt asked about using Tenneson Engineering. Ziegler stated Darrin Eckman, Tenneson Engineering has said he can redraft a site plan and work with an architect to support the Port in building a building in Dallesport.</p> <p>Ziegler stated she has been working with the Klickitat County Treasurer and has now reached out to Umpqua Bank directly in an effort to resolve</p>	

<p>Executive Director's Report (cont.) 2022 Port Financial Statement & 2023 Year to Date (cont.)</p>	<p>the issue of automatic sweeps not transferring the exact amount deposited. She said she would like to explore other options for sweeping our deposit account if Klickitat County Treasurer or Umpqua Bank cannot make the appropriate changes to the Umpqua Bank transfers.</p>	
<p>Executive Director's Report (cont.) WPPA Port Commission Seminar</p>	<p>ED Ziegler said there will be the WPPA Port Commission Seminar on July 24, 2023 at the Alderbrook Resort in Union Washington. She added WPPA has not yet posted the agenda. AA Snyder said if there was interest in attending, she could reserve a room, and register a specific Commissioner for the event later.</p>	
<p>Executive Director's Report (cont.) Dallesport Log Yard Bark Cleanup</p>	<p>ED Ziegler stated the Port will not be discussing the lease assignment until the Port Attorney has reviewed the leases and makes his recommendation to the Port Commission. Ziegler said Tenneson Engineering and Port staff completed test pits to determine the subgrade condition elevations of the waterfront lots in Dallesport.</p> <p>Ziegler asked about meeting schedules for the June 20, 2023. PC Vinyard stated he had a conflict. PC Herman stated he may have a conflict depending on the outcome of his jury summons. Ziegler noted the July 4 meeting is a holiday so will be canceled, and added a special meeting could be convened if needed.</p>	
<p>Executive Director's Report (cont.) 100 Dow Rd Potential Traffic Problem</p>	<p>ED Ziegler asked Port Attorney Bill Eling to make final determination for next steps forward.</p>	
<p>Executive Director's Report (cont.) DIP Prospective Tenant</p>	<p>ED Ziegler said she reached out to prospective tenant WESCO on June 5, 2023. She reported WESCO has found an area that is already graded and fenced but they may still want to lease a smaller footprint of 5 to 10 acres.</p> <p>Ziegler briefly reported on her meeting with Tom Wood, Wood Family Distillers on May 22. Wood stated use of the rail was a critical need. Ziegler stated she reached out to BNSF to request an assessment of the</p>	

<p>Executive Director's Report (cont.) DIP Prospective Tenant (cont.)</p>	<p>track from the mainline to the Port's spur. He said he would have his track inspector walk the tracks. She also asked if the BNSF inspector could review the Port's spur, and BNSF said they would assess the spur, but could not repair it. Ziegler stated she has not yet heard the outcome of the inspection.</p> <p>Ziegler said they discussed building size. Ziegler noted the 5,000 square foot building would be difficult for Wood to get his business up and running, and he would like at least 10,000 square foot. MT Sauter stated Wood did not feel the east lot location was critical, and Wood would be fine with locating on the west side of the lot where the 20,000 square foot building is currently located on the DIP Lot 39 site plan. PC Schmitt stated he felt the Port should build 10,000 square foot building as soon as possible in order to capture this tenant. AA Snyder said Wood indicated interest in occupying a 20,000 square foot building. Discussion followed about capital expenditure and grant monies. Ziegler noted Darrin Eckman, Tenneson Engineering suggested building only half of the 20,000 square foot building, and adding on as needed.</p> <p>Ziegler stated she reviewed the feasibility study with Wood, and discussed the placement of the rickhouses. She said it was not critical for rickhouses to be constructed on completely level lots. Further discussion followed about the rail service and condition. Ziegler stated she had another meeting scheduled with Wood June 13.</p>	
<p>Executive Director's Report (cont.) 4th of July Event</p>	<p>ED Ziegler stated the City of Bingen's Fire Department approved having the 4th of July event. She stated AA Snyder ordered the port-a-potties and coordinated the dumpster donation with the City of White Salmon. Ziegler said she received a request from Clinton Deo, City of Bingen Fire Department, to have concessions as a fund raiser for the Fire Department. He also suggested providing games like the Fire Department does at the Huckleberry Festival. Ziegler said she discussed the limited space and</p>	<p>By consensus the PC approved the Fire Department managed concessions.</p>

<p>Executive Director's Report (cont.) 4th of July Event (cont.)</p>	<p>the need to target only local audiences with advertising. PC Schmitt stated he could bring the brush truck from the Appleton Fire Department.</p> <p>Ziegler stated she would like to have have an event dress rehearsal with staff by June 29, as she would like to take vacation returning home July 3, 2023.</p> <p>Ziegler stated AA Snyder will be attending a WPPA finance conference June 7 through June 9 and will take the following week off in vacation. Ziegler also stated MT Sauter's wage was adjusted June 1 to better reflect his skills and the work he shows.</p>	
<p>Executive Director's Report (cont.) General Updates</p>	<p>MT Sauter stated the Aeromodelers Club had moved out of the area north of the mine.</p> <p>ED Ziegler stated the PC packet included the Mine Inspection Report from the DNR. ED Ziegler stated she would like to take a field trip with the PC to the mine in the future.</p>	
<p>Commissioners Remarks</p>	<p>PC Vinyard said he would still like to have a future workshop to have focused discussions to coordinate budget and planning issues around building in Dallesport and the rail issues.</p> <p>PC Schmitt said he felt it was important to build, the sooner the better. He said he would like to be building by Fall.</p> <p>PC Herman stated he spoke to Cam Thomas briefly at Spring Festival.</p>	
<p>Public Comment</p>	<p>Jason Spadaro stated he was representing Broughton Lumber, Nobel Forest Company, and Klickitat Holdings. He thanked ED Ziegler for her professionalism in her response to the public records request. He stated it was important to have a competitive market in the lumber sales. He shared the definition of monopoly (one seller) and monopsony (one buyer) and stated both are in violation of anti-trust laws. Spadaro said he</p>	

Public Comment (cont.)	<p>was here to raise a significant concern to carefully consider conveying or assigning the lease to SDS. He stated there is a strong countywide local interest in maintaining a public dock free of private interest. He noted there is clear indication in the prior minutes that SDS wants to control the dock. He noted SDS owns a dock. He stated suppressed lumber rates raises further issues with forest health management. Spadaro stated all west side forest land have a 40 year rotation. Landowners in the Columbia River Gorge tend to have a longer rotation, giving them a stable market for premium lumber to Japan. Spadaro stated the China market comes and goes. Spadaro said the public dock facility should be maintained as public for all cargo types. Spadaro urged the Port to discuss with their attorney the utilization of a public facility and the interest of SDS to control a public facility to further private gains.</p>	
Adjournment	PC Vinyard adjourned the PC Meeting at 6:01 PM.	

Approved on July 18, 2023
(Date)

Marge Ziegler
Marge Ziegler, Executive Director

Bonita Snyder
Bonita Snyder, Administrative Assistant

Jim Herman
Jim Herman, Secretary