

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman, William Schmitt (via teleconference), Wayne Vinyard; Executive Director (ED) Margie Ziegler; Maintenance Technician (MT) David Sauter; and Administrative Assistant (AA) Bonita Snyder. <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> Krista Loney, City of Bingen.	Meeting called to order by PC Vinyard at 4:35 PM.
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – August 1, 2023.  Vouchers – August 4, 2023, #29643-29653, \$23,019.10.  Vouchers – August 15, 2023, #29654-29662, \$22,986.81.  Payroll Vouchers – August 18, 2023, #D13564-D13572, \$13,786.10.	PC Herman M to approve the minutes, PC Schmitt S, MP 3-0.  PC Herman M to approve the vouchers, PC Vinyard S, MP 3-0.
<b>Old Business</b>	None.	
<b>New Business</b>	None.	
<b>Executive Director’s Report</b> SDS Lumber Co – Dallesport Lot 43	ED Ziegler stated she has been working with Port Attorney Bill Eling, and SDS Attorney Mike Hagland. Ziegler said Eling is developing language for accidental pollution and marine general liability insurance. She stated information regarding the Federal Timber export regulations was received from Hagland, and is under review by Eling. PC Vinyard summarized the Port is waiting for Eling to complete due diligence. Ziegler said Eckman established milestone language for lot cleanup.	
<b>Executive Director’s Report (cont.)</b> 2022-04 DIP Well #2 Disinfection and Improvements	ED Ziegler reported Darrin Eckman, Tenneson Engineering is continuing to troubleshoot the disinfection system. Ziegler stated he is exploring options to adjust the location of the injection pump to be downstream of the flow meter to prevent the reoccurring “No Water In Pipe” error.	

<p><b>Executive Director's Report (cont.)</b> DIP 151C Waterline Leak</p>	<p>MT Sauter reported on an identified water leak in the 8" iron ductile waterline near the SE catch basin of the DIP 151C building. Ajax Construction responded to the emergency repair. Sauter noted the gasket rolled when the pipe was joined during installation. Sauter stated a five foot section of pipe was removed and rejoined with couplers on both ends. The pipe is back in service, filled, and compacted. Sauter noted the work warranty period had passed. ED Ziegler noted the emergency repair was \$3,745.77, and was dealt with in 24 hours. Ziegler stated the leak was not detected earlier presumably because it did not surface until the substrate was saturated. PC Herman suggested Ziegler draft a letter to the original contractor to provide an opportunity for them to make the faulty installation right. Sauter noted options for asphalt patch are still being considered. Ziegler said she reached out to Darrin Eckman, Tenneson Engineering to see if has encountered similar situations on other projects. Ziegler stated the warranty period has passed and the Port does not have any teeth to have the contractor pay for the repair.</p>	
<p><b>Executive Director's Report (cont.)</b> BPT Lot 34 Option Request</p>	<p>ED Ziegler stated she received a request for a three year extension option for the ground lease on BPT Lot 34. Ziegler noted she knew the PC was opposed to keeping the building at the termination of the ground lease, and requested guidance on whether or not to pursue the extension option.</p>	<p>By consensus the PC directed ED Ziegler to amend the lease to include a three year extension option.</p>
<p><b>Executive Director's Report (cont.)</b> General Updates</p>	<p>ED Ziegler provided an updated on the WEDA conference she attended.</p> <p>Ziegler shared some tentative closure dates for the White Salmon-Hood River bridge in November.</p> <p>MT Sauter provided an update on the fire alarm monitoring system repair for building 1E. He noted after several days of troubleshooting, the decision was made to transition to a cellular communication system which will result in a savings for the Port. Ziegler noted due to the use of the conference phone line, the change results in a \$60 additional total</p>	

<p><b>Executive Director's Report (cont.)</b> General Updates (cont.)</p>	<p>cost per month for all three buildings.</p> <p>Ziegler acknowledged Sauter's work on a substantial development permit. He noted the permit is good for five years with a one year extension option. Sauter stated the Port will request a presubmission conference then meet onsite with relevant agencies. Sauter noted the application is the same as our previous submission less the work completed during the prior permit time.</p>	
<p><b>Commissioners Remarks</b></p>	<p>PC Vinyard stated he would plan to attend the upcoming Klickitat County Public Economic Development Authority meeting.</p> <p>PC Herman stated he was expecting to attend the Mid-Columbia Economic Development District meeting in September.</p>	
<p><b>Public Comment</b></p>	<p>Krista Loney, City of Bingen Administrator provided an update on the underpass project. She noted BNSF is going to work on a portion of the project themselves, in conjunction with WSDOT engineers. She noted a steel bridge will be constructed first, with a roundabout underpass to follow. She said construction on the bridge is estimated to take 17 days starting in the Spring of 2024.</p>	
<p><b>Adjournment</b></p>	<p>PC Vinyard adjourned the PC Meeting at 5:15 PM.</p>	

Approved on September 5, 2023  
(Date)

Margie Ziegler  
Margie Ziegler, Executive Director

Bonita Snyder  
Bonita Snyder, Administrative Assistant

Jim Herman  
Jim Herman, Secretary