



| TOPIC | DISCUSSION / ASSESSMENT / FINDINGS | ACTION |
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| Attendance | Commissioner/Staff Present: Port Commissioners (PCs) James Herman, Wayne Vinyard; Executive Director (ED) Margie Ziegler; Maintenance Technician (MT) David Sauter; and Administrative Assistant (AA) Bonita Snyder. PC/Staff Absent: Port Commissioner William Schmitt. Guests Present: None. | Meeting called to order by PC Vinyard at 4:31 PM. |
| Administrative Matters Approval of Minutes Approval of Vouchers | Minutes – September 19, 2023. Vouchers – October 3, 2023, #29697-29705, \$10,141.78. Payroll Vouchers – October 5, 2023, #D13598-D13613, \$14,196.37. | PC Herman M to approve the minutes, PC Vinyard S, MP 2-0. PC Herman M to approve the vouchers, PC Vinyard S, MP 2-0. |
| Old Business | None. | |
| New Business | None. | |
| Executive Director’s Report Dallesport Log Yard Bark Cleanup | ED Ziegler stated a letter, approved by the Port Attorney was sent to Dorie Cothren, Dallesport Log Yard regarding the bark cleanup. No response regarding bark cleanup has been received. Cothren has stated she is not interested in any meetings with the Port. Ziegler noted unresolved issues include pulp log clean up and stormwater. She stated Cothren recommended a potential tenant to the Port, and she will schedule a meeting with the potential tenant. | |
| Executive Director’s Report (cont.) 2022-04 DIP Well #2 Disinfection and Improvements | ED Ziegler stated Beam Construction will continue the project at 7:00am October 4 th . | |
| Executive Director’s Report (cont.) CERB Loan for DIP 151E | ED Ziegler stated the Port was awarded \$1,000,000 in loan funds. Ziegler shared her experience with networking and the questions she and MT Sauter were asked about the project. Sauter noted the CERB board | |

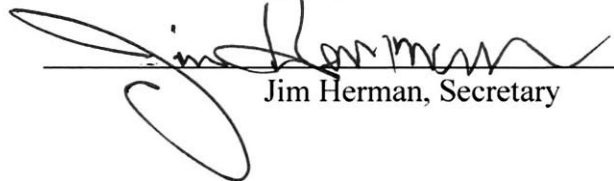
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| <p>Executive Director's Report (cont.) CERB Loan for DIP 151E (cont.)</p> | <p>was supportive, and encouraged the Port to return when it was ready to pursue its rail project. Ziegler stated she has received the contract documents for the loan and needs to review and sign them. Ziegler described the Port will begin the architect search. She noted the Port is better prepared for this building as the site plan is developed, and the Port knows what it wants. PC Vinyard asked when the Port was going to pursue .09 dollars. Sauter said now that funds have been secured from CERB, the time is right to seek the modest request of \$250,000 in .09 funds. He noted the project exactly meets the objectives of the .09 fund. Vinyard stated it is important to review the productive steps of patient, careful investments that describe the Port's journey to build success.</p> | |
| <p>Executive Director's Report (cont.) IT Improvements</p> | <p>AA Snyder reviewed the Port's current software and described issues associated with the office suite including document sharing and email access. Snyder described the efforts made to transition to a new software, and the advantages of shared calendars, collaborative documents, and search feature of the new office suite subscription.</p> | |
| <p>Executive Director's Report (cont.) General Updates</p> | <p>ED Ziegler stated the Port has received a final report from Maul Foster Alongi for the DIP Feasibility Study.</p> <p>ED Ziegler stated MT Sauter has completed his probationary period and his title will be changed to Property Manger. She said Sauter will have a compensation rate adjustment, and will continue work three days per week.</p> <p>Sauter described the expected site visit October 11, 2023 coordinated by Klickitat County for the Port's presubmission of its Shoreline Permit. Sauter said the Port's development plan is not new, but has been adjusted as projects are completed. Ziegler noted the sites for future development were mowed. Sauter stated the Klickitat County Road Department responded quickly and mowed targeted Bingen Point Lots in less than</p> | |

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| Executive Director's Report (cont.) General Updates | <p>two days. Discussion followed about the importance of having the right equipment for the task and maintaining properties for development. Ziegler stated representatives from Washington Public Ports Association will also attend the walk through.</p> <p>Ziegler provided an update about recent property damage and correction efforts.</p> <p>Ziegler stated she met with the White Salmon School District Superintendent to build communication between the County, Port, Schools, and Cities.</p> | |
| Commissioners Remarks | <p>PC Vinyard complimented Ziegler about finding a balance in working through the property damage correction.</p> <p>PC Herman reported he attended the Mid-Columbia Economic Development District meeting.</p> | |
| Public Comment | None. | |
| Adjournment | PC Vinyard adjourned the PC Meeting at 5:36 PM. | |

Approved on October 23, 2023
 (Date)


 Margie Ziegler, Executive Director


 Bonita Snyder, Administrative Assistant


 Jim Herman, Secretary