

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman (via teleconference), William Schmitt, Wayne Vinyard; Executive Director (ED) Margie Ziegler; Property Manager (PM) David Sauter; and Administrative Assistant (AA) Bonita Snyder. <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> None.	Meeting called to order by PC Vinyard at 4:32 PM.
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers  Resolution 2-2024 CERB Loan Repayment Agreement	Minutes – February 6, 2024.  Vouchers – February 15, 2024, #29834-29841, \$6,086.91.  Payroll Vouchers – February 20, 2024, #D13710-D13717, \$12,801.48.  ED Ziegler stated this resolution is required by CERB and states the term, loan amount, and interest rate. Ziegler noted it also discusses establishing a separate fund for loan repayment. She noted other Ports make a sub account of their LGIP and put the highest possible annual principal payment in the fund.	PC Schmitt M to approve the minutes, PC Herman S, MP 3-0.  PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.  PC Schmitt M to approve Resolution 2-2024, PC Vinyard S, MP 3-0.
<b>Old Business</b>	None.	
<b>New Business</b> USDA RBDG – Rail Spur Grant Opportunity	ED Ziegler stated staff has researched prior rail use. She stated she has acquired contacts and has had conversations with the BNSF team. PM Sauter stated BNSF has been very responsive. Sauter stated the team has a better understanding and is continuing conversations about next steps with the BNSF, including updating the Track Agreement, as it has had no updates since taking effect in 1972. Sauter noted for BSNF to provide service to the line, they would like to see approximately 50 cars per year. Ziegler stated the grant application is due at the end of the month, and the pre-application has been submitted.	By consensus the PC directs ED Ziegler to apply for the USDA RBDG funds for DIP Rail Spur Restoration.

<p><b>Executive Director’s Report</b> 100 Dow Road – Potential Traffic Issue Update</p>	<p>ED Ziegler discussed the truck maneuvering exhibits created by Tenneson Engineering illustrating scenarios in response to Cam Thomas’ team’s concerns and requests. Ziegler noted that even with only one truck maneuvering at a time, the truck would have to utilize Dow Road to back into the loading bay, and would restrict truck movement to access a second dock. Discussion followed regarding the limitations of the loading docks in proximity to Dow Road, including the lack of maneuverability for larger trucks. PC Vinyard stated moving the barriers is a concession to the proposed concerns. Ziegler stated there is no need for the “Right Turn Only” sign.</p>	<p>By consensus the PC accepted the proposal to move the jersey barriers into a square to provide an alignment guide with a designated entrance and exit as a concession to the property owner’s raised concerns, with the understanding the Port reserves the right to change this Dow Road access arrangement if the Port determines the access presents a danger.</p>
<p><b>Executive Director’s Report (cont.)</b> 100 Dow Road – Fire Suppression Connection Update</p>	<p>ED Ziegler stated no signed application from Cam Thomas has been received. Lyle Stratton stated he has ordered the stamped drawings for the fire suppression system. Ziegler stated she spoke with Stratton’s contractor about exposing the line. He stated he was unwell, but planned to expose the line tomorrow. Ziegler received no clarification when she asked about the unidentified line in the photos. PC Vinyard said it is important to have someone onsite when digging begins in order to ensure the water connection is safe, secure, and resolve the mystery of the unidentified pipeline in the photos. Vinyard noted there has been little regard in the Port’s interest in the Port’s water system. Discussion followed about theft of services and ways the Port could protect its interests if it continues to be ignored.</p>	
<p><b>Executive Director’s Report (cont.)</b> DIP 153 Building Update</p>	<p>PM Sauter stated the pre-submission meeting had a good turnout. He noted no one was concerned with this phase of the building project, though a couple of SEPA edits were recommended.</p>	
<p><b>Executive Director’s Report (cont.)</b> DIP Barge Dock Update</p>	<p>ED Ziegler stated she viewed the barge terminal area with Darrin Eckman, Tenneson Engineering. She noted rock was placed from the dock to Dock Road. She stated two barges have been loaded and shipped. Ziegler stated she needs to reach out to the PUD now that the power boxes are accessible.</p>	

<p><b>Executive Director's Report (cont.)</b> DIP Barge Dock Update (cont.)</p>	<p>Ziegler stated she also viewed the mine operation, and described the changes. Ziegler stated she has met with Joe Dean, who is taking over mine operations.</p>	
<p><b>Executive Director's Report (cont.)</b> Shoreline Permit Update</p>	<p>ED Ziegler stated the Klickitat County public hearing is scheduled for April 15.</p>	
<p><b>Executive Director's Report (cont.)</b> Lot 34 Lease</p>	<p>ED Ziegler described lease and termination requests for the Lot 34 Lease.</p>	<p>By consensus, the PC stated they would allow the proposed termination language.</p>
<p><b>Executive Director's Report (cont.)</b> March Meetings</p>		<p>By consensus, the PC stated they will hold the regularly scheduled March 5 meeting with PM Sauter reporting in ED Ziegler's absence and cancel the March 19 meeting due to lack of quorum.</p>
<p><b>Commissioners Remarks</b></p>	<p>PC Vinyard presented a balance sheet prepared by Richard Foster, Klickitat County Public Economic Development Authority (KCPEDA). Discussion followed about the increasing fund balance.</p> <p>Vinyard proposed establishing funds repair, maintenance, and replacement for Port buildings and roads. Discussion followed about road users and needed maintenance.</p> <p>Vinyard reported an emergency KCPEDA meeting to address a .09 request from the Airport. Discussion followed about a letter of support for a childcare center.</p> <p>PC Schmitt noted the paved roads in DIP will need repairs soon.</p> <p>PC Herman stated he would stop by the office next week to review some vouchers.</p>	

<b>Public Comment</b>	None.	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 6:10 PM.	

Approved on March 5, 2024  
(Date)

Margie Ziegler  
Margie Ziegler, Executive Director

Bonita Snyder  
Bonita Snyder, Administrative Assistant

Jim Herman  
Jim Herman, Secretary