

**PORT OF COLUMBIA**  
Regular Monthly Meeting Minutes  
March 9, 2016

Chairman Warren opened the meeting at 10am. Those present were Chairman Warren, Commissioners Marvin and Crowe, Manager Dickinson, EDC McMasters, Auditor Shochet and members of the press Dian Ver Valen, and Michele Smith.

The minutes from the February meeting were discussed.

**MOTION:** Made by Commissioner Marvin, and seconded by Commissioner Crowe to approve the February minutes as written. Motion carried with no further discussion.

The budget report was reviewed. Dickinson reported that the exact 2016 tax revenue figure came in higher than estimated. Shochet negotiated a lower propane price with the vendor, so future BMS propane bills will be lower. The monthly payment for IB#2 Revenue Bond was corrected with the bank to reflect the “front-loaded” plan originally requested by Dickinson. Jay’s Garage LED lighting update is complete and the Port will get an energy rebate payment. Dickinson informed the commissioners that the collection agency had no luck with the Reggie Mace debt. Mace’s father has offered to pay some of the hard costs in exchange for the Port forgiving the remainder of Reggie’s debt. Dickinson asked Port attorney Kim Boggs about this offer. Dickinson described the recourse options outlined by Boggs. None of the other options sounded feasible when considering his sizable debt in the community. The commissioners agreed that it’s unlikely that any more money can be collected from Mace and directed Dickinson to accept the father’s offer.

Chairman Warren opened the Public Hearing on the Supplemental Budget. Dickinson explained the revised lines. A \$277,597 increase in revenue for railroad bridge repair is based upon \$267,597 from the State Grant, and a \$10,000 match from Seneca. Frontier Rail will pay \$10,000 in-kind. The expense side increased by \$290,300 based upon \$300,300 budgeted for bridge work less the \$10,000 paid by Frontier Rail. Commissioner Marvin asked about contingency funds for cost overruns. Dickinson said that the contract with the operator would include covering the cost of maintenance. Dickinson further explained that the State and the Port will monitor the project. The project covers 8 bridges between from Dayton to Prescott. Dickinson said that the Port is putting \$12,000 towards the work in addition to the Grant funds. She said that the Port would write a general Scope of Work, adding that the rail operator has the actual expertise. Cost overruns will be the responsibility of the rail operator.

**MOTION:** Made by Commissioner Marvin, and seconded by Commissioner Crowe to adopt the 2016 Supplementary Budget as proposed. Motion carried with no further discussion.

Dickinson presented a 2-year lease renewal for RAD Driving School. The only change was to revise the late fee language to be consistent with current leases. She informed the commissioners that Kuhlmann Financial is now on a month-to-month basis to allow for eventual retirement.

Dickinson and McMasters will attend the 5-day Natural Foods Expo in Anaheim. They will leave shortly after the meeting. She presented the new brochure for Choose Columbia County. They will bring the brochures and BMS items to the tradeshow. The brochure will tie in to an upcoming Choose Columbia County website. McMasters said that the City, Chamber and other local entities will link to the website. The purpose of the brochure is to encourage business and personal relocation. Dickinson has spoken with Murray Eggers and he appears to be making some progress. BMS gardener Barefoot Butterflies is busy planting and it looks great. XO Alambic is still waiting for licensing, which is not unusual. She said that the BMS signs are to be installed on March 30<sup>th</sup>. The Industrial Park signs will be on a different timeline, although all of the permitting is complete. McMasters said that the co-op’s Easter egg hunt will be on 3/26.

Dickinson reported that the playground at Lyons Ferry is done and it looks nice. They opened for camping on March 5<sup>th</sup> and all is well. She and Shochet will research adding the crib wall to the insurance policy.

Adjustments have been made to the GSA building to reduce the electric bills. Dickinson and Shochet also met with the architect and a 3<sup>rd</sup> party plumber. Based upon a scope of the line, both agreed that the past problem was with the lines in the building, not the line outside of the building.

Dickinson reported that Watco replaced the culvert by Columbia County Grain Growers. There are still capacity concerns because of water being rerouted from up the line, but it is better. A brief discussion about the benefits of swales followed. The transition from Watco to Frontier Rail is still in progress. She said that Frontier Rail is willing to take over the ROW management of the rail line, including the leases and crossing requests normally handled by the Port. She added that the rail line requests are often too technical for Port personnel to fully understand. The Port would require Frontier to pay an annual rental rate plus leasehold tax. McMasters noted that Frontier would be better equipped at spotting landowners who are not paying fees. Commissioner Marvin thought the plan sounded good as long as the rent is renegotiated in the next few years. Dickinson recommended that the commissioners accept the offer. She will create a lease document for their review once Frontier and Watco finish negotiations

Dickinson reported that the County chose not to renew the SEWEDA contract for a variety of reasons. The contract expires on June 30<sup>th</sup>. Effective July 1, the Port will be Columbia County ADO. These changes will not affect the Chamber. Columbia County will still work with SEWEDA on Federally required activities.

McMasters reported on business leads, his outreach work, and upcoming events. Renovations on the old Cut Stock building begin this week. He added that owner Mark Lewis is moving to Dayton.

The following vouchers were presented for approval of payment:

Payroll expenses	\$14,848.63	NPR	\$575.00
WCIF	\$670.44	WW County Auditor	\$75.00
Banner Bank GO Bond	\$2,266.07	Dingles	\$67.17
Banner Bank Ind Bldg 6 N/P	\$4,680.32	Bradley McMasters	\$726.92
Banner Bank Ind Bldg 2	\$4,216.67	Dayton Chamber	\$140.00
Cardmember Services	\$1,595.82	Columbia County Treasurer	\$507.30
Total Office Concepts	\$102.04	Louise Waggoner	\$575.00
Pacific Power	\$1,233.19	Denvers Window Shine	\$175.00
City of Dayton	\$482.15	Ferrellgas	\$404.89
Smith Brothers Industries	\$227.43	WW County Treasurer	\$36.50
US Linen and Uniform	\$78.36	Mike's Plumbing	\$1,057.75
Incidental fund	\$29.30	PCC Railroad	\$4,474.00
Cathy Shochet	\$19.98	City Lumber	\$50.85
Basin Disposal Inc	\$45.24	Jennifer Dickinson	\$794.01
CenturyLink	\$252.18	Dept. of Commerce	\$70.00
Sun Pest Management	\$53.95	Basin Disposal of WW	\$114.95
WW Electric	\$7,136.97	TVTV	\$60.00

The amount of vouchers approved for payment was \$47,843.08

Meeting was adjourned at 11:15am. Next meeting will take place on April 13, 2016 at 7:00pm.

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Earle Marvin, Secretary