

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
July 6th, 2011

Commissioner Gene Warren opened the meeting at 7:30 p.m. Port representatives present were Commissioners Gene Warren, Lawrence Turner and Dale McKinley, Manager Jennie Dickinson and Port Auditor/Administrative Assistant Timothy Dyke.

Minutes of the June 8th regular meeting were approved as read.

The meeting was opened for public comment: No comment was received.

The monthly budget report was reviewed.

Reviewed administrative items: The monthly inquiry summary was reviewed. A rental rate for the soon to be available portion of Industrial Building #3 was discussed - Commissioners directed Dickinson to negotiate lease terms with the existing tenant first. Dickinson discussed a very enjoyable recent visit by Secretary of State Sam Reed which included a BMS presentation.

Lyons Ferry Park & Marina: The Port has received approval for a Clean Vessel Pumpout Grant from WA State Parks. The grant will reimburse up to \$23,500 or 75% of for a replacement pumpout unit and 40' section of dock/walkway. It was noted that the Corps has reopened the day use area of Lyons Ferry Park, however it is unknown how long the park will remain open, and whether or not camping and boat launching will resume.

PCC Railroad: Discussion was held regarding an updated RR RoW policy. Primary changes include the removal of agricultural versus non-agricultural use language to be replaced with encroachments versus crossings, the removal of procedures for applying for an easement or crossing from the policy, and a small increase in application fees.

MOTION: Made by Commissioner Turner and seconded by Commissioner McKinley to approve Policy #7-11 – Updated Railroad Right-of-Way Policy. Motion carried unanimously.

Discussion was held regarding the new RR Right-of-Way application procedure document. The Port Manager and the Port's legal counsel put this together to help make the application process more clear. Commissioners agreed to procedures by adopting new policy, which references the document.

Blue Mountain Station: The Phase One Infrastructure work is complete with approximately \$15k + retainage outstanding at this time. The Port was notified that a lien has been placed against the property by a local sub-contractor for failure to pay by the general contractor. This will not affect the Port as P.O.W. Contracting was required to obtain a performance bond as a covenant of the BMS work agreement. Weeds have been growing in the hydro-seeded area and more hydro-seed is required to be placed where the dirt pile was created.

Commissioners reviewed a proposed inter-local agreement with Columbia County for funding assistance for the required BMS Traffic Impact Analysis. Dickinson has hired a Grant Research Consultant for potential BMS/IB#7 funding. Grant lead results are expected to be ready by fall. There has been interest in the Seneca Canteen Building being used as a local commercial kitchen. Dickinson will conduct research regarding commercial kitchens in the region.

Industrial Park: Maintenance items were discussed.

Commissioner Warren announced that an Executive Session will be held and is expected to last 15 minutes. The purpose of the Executive session will be to discuss Real Estate.

The Executive Session was adjourned at 8:55 p.m.

Commissioners directed staff to schedule a Public Hearing to obtain public comment regarding a proposed surplus parcel of land located along Cameron St. in Dayton.

Other: The circus recently held on the BMS grounds was a success with many positive comments from local residents, although one of the neighbors became upset when they couldn't immediately access their property. Tourism Walla Walla has secured a \$45k grant from the Sherwood Trust for the Regional Signage Project. At this time they have received approximately 75% of the needed funds for the project.

The following vouchers were presented for approval of payment:

Payroll	\$	7,509.85	Badger Construction	\$	1,193.14
WCIF	\$	157.18	POW Contracting	\$	15,545.10
Banner Bank N/P	\$	4,680.32	Tourism Walla Walla	\$	2,500.00
Pacific Power	\$	397.81	Chapman Heating	\$	70.14
City of Dayton	\$	256.32	Dept of L&I	\$	239.53
Qwest	\$	160.85	Employment Security Dept	\$	135.02
P'Chelle International	\$	5,000.00	Dept of Revenue	\$	5,075.69
Total Office Concepts	\$	52.68	Dept of Revenue	\$	533.41
City Lumber	\$	26.56	Seneca Foods	\$	1,935.00
Jim Stenkamp	\$	19,895.56	Water Watch Irrigation	\$	678.75
Dayton Chronicle	\$	95.89	Tilth Producers	\$	100.00
Customized Business Solutions	\$	7.29	Nealey & Marinella	\$	4,326.11
Foster Pepper	\$	2667.15	John Nix	\$	9,227.30
Associated Appraisers	\$	950.00	Jennie Dickinson	\$	1,062.30
Inland Power	\$	58.24	Timothy Dyke	\$	264.26
PNWA	\$	600.00			
Anderson Perry	\$	11,130.47			
Anderson Perry	\$	3969.40			

The amount of vouchers approved for payment was \$100,357.62

Meeting was adjourned at 9:05 p.m.

Dale McKinley, Secretary