

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
September 14th, 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. Community member Amber Phinney was also in attendance.

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

Reviewed administrative items: Minutes of the August 10th regular meeting were approved as read. The monthly budget report and monthly inquiry summary were reviewed. Discussion was held regarding the Port property located next to the Lyons Ferry Grain Terminal. The CoE has informed us that the river bank is eroding due to people launching power boats from that parcel and, in an effort to deter that activity, the Corps is willing to place large boulders at the shoreline. Compensation for the newly hired Auditor/Administrative Assistant was discussed:

MOTION: Made by Commissioner McKinley and seconded by Commissioner Turner to accept the manager's recommendation to offer the new hire a starting wage of \$13/hr, not to exceed 40 hrs/wk, with eligibility for the Port's benefit package 60 days after hire. Motion carried unanimously.

Revisions to the Port's Personnel Policy were reviewed.

MOTION: Made by Commissioner Turner and seconded by Commissioner McKinley to adopt Revised Policy #1-11 - Personnel. Motion carried unanimously.

A Coyote Engineering lease amendment stating that the Worker's Compensation provision be disregarded was reviewed.

MOTION: Made by Commissioner Turner and seconded by Commissioner McKinley to accept the lease amendment and delete the Worker's Compensation requirement from all future Port lease agreements. Motion carried unanimously.

The NoaNet easement fee was discussed. Commissioners agreed with the manager's recommendation to reduce the fee to \$1,328.00.

Lyons Ferry Marina: The second quarter P&L was reviewed. A small section of collapsed pipe has been identified which was likely the cause for the recent marina septic issues. The pump-out unit has been installed.

PCC Railroad: A NoaNet RR RoW crossing application was reviewed.

MOTION: Made by Commissioner McKinley and seconded by Commissioner Turner to approve the NoaNet RR RoW crossing request. Motion carried unanimously.

Implementation of the Port's RR Policy was discussed.

MOTION: Made by Commissioner Turner and seconded by Commissioner McKinley to direct the Manager to send CREA a letter stating that additional crossing applications will not be considered until previously authorized crossing agreements have been utilized. Motion carried unanimously.

Blue Mountain Station: A draft of the Traffic Impact Analysis is nearly complete. The Port will host a booth at an upcoming Tilth Producers event in November, and Dickinson will attend with other Blue Mountain Station committee members. Columbia County recently changed a zoning ordinance that now allows for Phase 1 development at the BMS site. Dickinson noted that she expects to receive a report from the grant research consultant in the next few days.

Industrial Park: Maintenance items were discussed. Upcoming industrial park projects under consideration include direct access to the 507 Cameron St HVAC/storage area and remodeling of the Port's conference room.

Community and Economic Development: Most of the needed funding for the Regional Signage Project has been secured. Dickinson noted that she is serving on a Chamber Marketing and Promotions committee that will consider hiring a consultant for a revised Dayton branding strategy.

The meeting was opened for public comment: The current Port of Longview labor dispute was discussed.

The following vouchers were presented for approval of payment:

Payroll	\$	7,618.27	Chapman Heating & Air	\$	108.98
WCIF	\$	157.18	Dingle's	\$	82.89
Banner Bank N/P	\$	4,680.32	Walla Walla UB	\$	257.16
Pacific Power	\$	352.65	Wilbur Fletcher	\$	14,917.18
City of Dayton	\$	299.14	WEDA	\$	400.00
CenturyLink	\$	160.88	Anderson Perry	\$	631.40
Cardmember Services	\$	1,014.99	Sun Pest Management	\$	48.56
Blue Mountain News	\$	390.00	Jennie Dickinson	\$	757.97
P'Chelle International	\$	5,000.00	Timothy Dyke	\$	235.20
Total Office Concepts	\$	109.93			
City Lumber	\$	7.49			
Waitsburg Times	\$	35.00			
Dayton Chronicle	\$	121.70			

The amount of vouchers approved for payment was \$37,386.89

Meeting was adjourned at 8:40 p.m.

Dale McKinley, Secretary