

**PORT OF COLUMBIA**  
Regular Monthly Meeting Minutes  
June 14, 2017

Chairman Marvin opened the meeting at 10 am. Those present were Commissioners Marvin, Crowe, and Warren, Manager Dickinson, Auditor Smith, and members of the press Michele Smith, Lyons Ferry Marina Concessionaire Jim MacArthur.

Dickinson gave an update on the Lyons Ferry Marina ice damage project. The repairs are being completed, but there is slow progress. Due to unforeseen circumstances, it took one month for North Idaho Maritime to receive their first payment. The contract for repairs expires tomorrow, June 15, 2017, so Jennie will be requesting a permit extension from the CORP.

At 10:05 am a recess was called due to Port staff needing to discuss ice damage project with project leader of North Idaho Maritime. The meeting reconvened at 10:27 am.

Anthony from North Idaho Maritime confirmed that the project would not be complete by June 15, 2017. Flotation will not only need to be replaced, but also the wood on the moorage. Anthony stated that working while it is windy is difficult as it makes the barge move. The project is moving along, but taking longer than anticipated.

Shannon from Reid Middleton will be at Lyons Ferry Marina June 21, 2017. Dickinson stated that she will bring the old Lyons Ferry Plans and do a site visit with her. They will be discussing the preliminary plans. A public meeting will be held, possibly in August, to receive input.

MacArthur provided an update on Lyons Ferry Marina. He stated that due to the hard winter this has been the toughest start of the season since they have become concessionaire. However, they just had the best Memorial Day ever. Currently, staffing is the main area of concern. They have had three employees quit this year. Finding employees that want to work and commute is a problem. They have thought about purchasing a trailer and using it for employee housing. If they are unable to find new employees they will have to cut restaurant hours and modify the menu. The dock repair is very distracting and out of his control. Repair to the docks has created extra work and brought up safety issues. When North Idaho Maritime is finished for the week, MacArthur and his staff have to create a safe area and put up barricades. He stated that they are hopeful to work on the laundry and cabin project this winter after peak season. The water and locations are ready to go. They will need to have a new lease in place for this project to go forward.

Dickinson stated that she has a meeting with FEMA June 20, 2017. She would like MacArthur to think about any damage from the hard winter that insurance is not covering financially. She will call him Monday, June 19, 2017 to discuss this.

The minutes from the May meeting were discussed. **MOTION:** Made by Commissioner Crowe, and seconded by Commissioner Warren to approve the May minutes as written. Motion carried with no further discussion.

The budget report was reviewed. The tax payments came in and approximately \$115,000.00 was collected. The Port received \$129,000.00 in DOT grant money that will be expensed out to the railroad. Dickinson attended the WPPA Spring Meeting, so travel expenses are a bit higher than normal.

The annual financial report was completed and has been uploaded onto the Washington State website. The report shows that our cash position is better than the previous year.

There are two leases that need to be approved. The first lease is for Jay's Garage. This will continue to be a three year lease with no increase of price. The second lease is for Mama Swan's Sweet Treats, a cake shop, for suite B at Blue Mountain Station. This will be a two year lease. Commissioners signed both leases.

Smith provided an update of completed projects in the Industrial Park. Jay's Garage had the HVAC unit in the office replaced. Project 2017-2 – Rock Hill Industrial Park Gravel Grading, has been completed. It was mentioned that there is possible washboarding at the main entrance.

Brad, as well as other Blue Mountain Station tenants, will be attending FABREO. They will feature BMS products. Mama Monacelli has been in contact with Alan regarding a space at the new building. The Summer Kickoff at BMS was well

attended and the market had a good day. XO Alambic is going well, however, they are waiting on approval on their label. The next event is Foodstock on July 15, 2017 and the next food class is Jam in July.

The railroad project deadline is June 30, 2017 and reimbursements need to be submitted to the state by July 9th. Payments have been coming to the Port and the Port is reimbursing the railroad for the work completed. Brad and Paul have spoke regarding quarterly reports.

Jennie and Brad went to the Governors Summit at Walla Walla Community College. There is a need for additional workforce skills, such a plumbers, electrical, field reps, truck drivers, etc, not only in our region but statewide. The community businesses need to coordinate with the school so students can see what job opportunities are in our community.

The bowling alley has been purchased by Dan and Ginny Butler with hopes to turn it into the Touchet Valley Boys & Girls Club. All aspects of the community are excited about having this in our community. The Port is interested in helping with the possibility of providing funding into future workforce development skills that are void in our community.

Dickinson stated that she will be on the Inland Columbia County Resource Advisory Committee. The Palouse RPTO is no longer contracting with SEWEDA and will now use the Town of Rosalia as the lead agency.

The following vouchers were presented for approval of payment:

Payroll	\$15,825.04	WCIF	\$321.84
NPR	\$575.00	City of Dayton	\$864.00
Chapman	\$7,039.50	Dingles	\$136.98
Sun Pest Management	\$107.90	Dayton Mercantile	\$33.61
Century Link	\$524.55	TVTV	\$65.00
Ferrell Gas	\$510.29	Pacific Power	\$1,051.68
WPPA	\$370.00	Touchet Valley Landscapes	\$281.58
US Linen and Uniform	\$81.44	Dayton Chronicle	\$103.04
Community Council	\$250.00	Basin Disposal Inc	\$67.01
CWW	\$211,421.31	Basin Disposal of Walla Walla	\$115.53
Patton & Associates	\$2,280.00	Lou's Cleaning	\$675.00
Total Office Concepts	\$71.93	Dayton Construction LLC	\$8,704.07
Liberty Theater	\$300.00	Cardmember Services	\$2,024.65
Waitsburg Commercial Club	\$110.00	PNWA	\$650.00
Waitsburg Times	\$405.00	North Idaho Maritime	\$69,053.05
Smith Brothers	\$4,458.63	Jennie Dickinson	\$812.11
Banner Bank	\$4,680.32	Brad McMasters	\$450.44
Banner Bank	\$2,266.07	Angela Smith	\$297.37
Banner Bank	\$4,216.67		

The amount of vouchers approved for payment was \$341,200.61

Meeting went to executive session at 11:01 am and reconvened at 11:18 am.

**MOTION:** Made by Commissioner Crowe, and seconded by Commissioner Warren to take no action on selling the land by Blue Mountain Station. Motion carried with no further discussion.

Next meeting will take place on July 12, 2017 at 10:00 am.

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Fred Crowe, Secretary