

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
August 9, 2017

Chairman Marvin opened the meeting at 7 pm. Those present were Commissioners Marvin, Crowe, and Warren, Manager Dickinson, Economic Development Coordinator McMasters, Auditor Smith, member of the press Michele Smith, Lyons Ferry Marina Concessionaires Jim and Angela MacArthur, and community member Michael Haight

The minutes from the July meeting were discussed. **MOTION:** Made by Commissioner Crowe, and seconded by Commissioner Warren to approve the June minutes as written. Motion carried. Dickinson stated that the minutes are very detailed and if an unknown acronym is used at a meeting, please ask to have it clarified.

The budget report was reviewed. Income and expenses are in line with projections. The last rail bank grant payment was received and the last payment was sent. The Port has paid \$275,000 so far on the marina ice damage claim. Dickinson requested more money from Enduris.

The Port has not been satisfied with the Port contracted janitorial services for Industrial Building #2. Dickinson is planning to terminate the contract and hire an additional person which will allow the Port to directly supervise. The janitor will also clean the Blue Mountain Station restrooms in addition to Industrial Building #2.

It is unknown when the Port will receive ADO funds. Previously the Port Commission Chair signed the contract. There was a discussion regarding previous processes. **MOTION:** made by Commissioner Warren, and seconded by Commissioner Crowe to allow Dickinson to sign the ADO contract. Motion carried.

Pacific Civil signed the lease for the bare land near Lyons Ferry.

Dickinson provided an update on Lyons Ferry Marina ice damage. She received an email from North Idaho Maritime regarding A dock walkway. They moved boats to temporary moorages and are in the demo phase. They went over the walkway on C dock and readjusted the floats. Walkway B has temporary floats and will need to be replaced. There is a good transition from old to new. They are hoping to have the job completed by the end of August. Bob Gemmell and his son, an engineer, dove and assessed the breakwater. His verbal report says that it can function as it should, however, the ice caused significant damage. This will be submitted to FEMA. Shannon with Reid Middleton is working on the facility master plan. She is going to send different options next week prior to the public meeting on August 23, 2017. There will be a presentation, a chance to review the plan options, and a discussion at the meeting. This will be advertised after Swim the Snake.

There will be a management transition at Lyons Ferry Marina. The MacArthurs said they need to leave Lyons Ferry Marina due to health problems and being unable to get the job done the way it should be done. They have been the concessionaires for almost ten years and want to see it succeed. Steve Klonz, campground broker and owner, is originally from this area and is interested in purchasing their business with a twenty-four year lease. He and his two sons currently have a family business and own multiple KOA campgrounds. They have the knowledge, finances, management, and experience to make the improvements and upgrades that Lyons Ferry Marina needs. The commissioners thanked MacArthurs for their hard work and dedication to Lyons Ferry Marina.

Smith provided an update on maintenance in the Industrial Park. The wash boarding at the main Port entrance has been fixed. The leak at Industrial Building #5 will be fixed next week.

Dickinson provided an update on Port properties. She spoke with the party interested in purchasing Lot A and provided a price. They were not interested in purchasing at that price and were unwilling to negotiate. The tenant in 4 & 5 Port Way moved out. Each space is 3000 sq ft, has three phase power and is in good shape. The Port will clean and advertise this valuable space.

McMasters continues to advertise Blue Mountain Station on Northwest Public Radio, social media, weekly e-blast and craigslist. Foodstock, Astro-Blast and Jams in July were all well attended events. XO Alambic had a ribbon cutting and will be open on market days. Cathy McMorris Rodgers toured the space on August 1, 2017 for Small Business Startup Day.

The railroad project and funding are complete. Dickinson toured the railroad with Paul Didelius and Bob Litz of frontier rail. They looked at switches and the sloughing bank. They will be moving and realigning the rail line in a couple weeks.

Currently Lyons Ferry Marina has at least two pulp mill construction workers utilize the long term camping area. Dickinson contacted Dan at the US Army Corp of Engineers to request a temporary change in 26 long term camping sites. With an increase of construction workers, there is a need for laundry services. This is something MacArthur and Klonz will work on.

Columbia Pulp will close on the deal tomorrow, August 10, 2017 and construction will start soon after with a tentative completion date of October 2018. There will be a celebration at the site September 27, 2017. Mark Lewis, Innovatio, produces pulp and will be going to Canada to look for a molding machine. There has been an increase of cannabis businesses looking to relocate to Dayton as there can be three shops. Cathy McMorris Rodgers attended the Economic Development Steering Committee meeting. She stated that she is impressed with what Columbia County is doing. The Dayton Boys and Girls Club has gotten approval to operate under the umbrella of the Spokane Boys and Girls Club. The Port is interested in supporting them with job readiness skills training.

The following are upcoming events:

Cup of Joe	August 16, 2017	7:30 AM	Washington Federal Bank
Savor Summer	August 19, 2017	6:30 PM	Blue Mountain Station
PubTalk	September 11, 2017	5:30 PM	Chief Springs Brew Pub
Salsa in September	September 17, 2017	1:00 PM	Blue Mountain Station

The following vouchers were presented for approval of payment:

Payroll	\$15,539.52	City Lumber	\$14.29
Bly Plumbing	\$324.62	Dingles	\$27.15
City of Dayton	\$1,210.55	Total Office Concepts	\$101.76
Lou Waggoner	\$700.00	Bo Designs	\$219.00
NPR	\$575.00	Incidental Checking Account	\$233.50
Marinella & Boggs	\$750.00	Dayton Chronicle	\$182.48
Pacific Power	\$801.80	Basin Disposal Inc	\$31.90
Sun Pest Management	\$107.90	Dept of Health	\$103.90
Basin Disposal of Walla Walla	\$133.72	Cardmember Services	\$1,555.10
Smith Brothers	\$3,438.69	Earle Marvin	\$422.96
Dayton Merchantile	\$48.03	Fred Crowe	\$804.25
Century Link	\$271.34	Jennie Dickinson	\$1,064.85
Opp & Seibold	\$655.63	Brad McMasters	\$350.00
North Idaho Maritime	\$82,659.85	Angela Smith	\$320.26
CWW	\$313,878.69	WCIF	\$321.84
US Linen and Uniform	\$81.44	Banner Bank	\$4,680.32
Reid Middleton	\$2,356.25	Banner Bank	\$2,266.07
WPPA	\$965.00	Banner Bank	\$4,216.67
Chapman	\$211.19	Richard and Nancy Monacelli	\$300.00

The amount of vouchers approved for payment was \$441,925.52

Next meeting will take place on September 13, 2017 at 7:00 pm.

Fred Crowe, Secretary