

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
December 13, 2017

Chairman Marvin opened the meeting at 10 am and appointed Commissioner Warren as acting secretary. Those present were Commissioners Marvin and Warren, Manager Dickinson, Auditor Smith, business owner Jonathan Betts and member of the press Michele Smith

The minutes from the November meeting were discussed. **MOTION:** Made by Commissioner Warren, and seconded by Commissioner Marvin to approve the November minutes as written. Motion carried.

Dickinson reviewed the monthly budget report. The year end budget report will be complete at the January meeting. All incomes are in line or above budget. The budget amendment will be reflected on the year end budget report. The expenses are under budget in many areas and will have some carry over.

Chairman Marvin opened the Public Hearing, Resolution 2017-04, to public comment at 10:04. There being no comment, the hearing was closed at 10:05. Dickinson explained that there was an adding error which is still making the Lyons Ferry Ice Damage Special Project over budget.

MOTION: Made by Commissioner Warren, and seconded by Commissioner Marvin to adopt Resolution No. 2017-04, 2017 Supplemental Budget #2. Motion carried with no further discussion.

A new one year lease with Manila Bay was presented for Suite B at Blue Mountain Station. Hood fire suppression will be updated and a new propane stove ordered. Manila Bay will be serving breakfast, lunch and offer catering. Betts noted that he is excited for the opportunity at Blue Mountain Station and will be open after the holiday. Commissioners also signed a Blue Mountain Station Co-Op renewal for two years, and a three year renewal for Desperado Cowboy Bullets. The rental rate was increased by twenty-five dollars per month.

The 2018 meeting schedule was reviewed and approved with one change to the October meeting time.

Dickinson reported that the ice damage repairs at Lyons Ferry Marina are complete and the final invoice was received and sent to the insurance company. The total amount for this project is \$596,156.36. The final payment and retainage payment will not be sent to North Idaho Maritime until the final payment from the insurance company is received. Dickinson has been in contact with FEMA to see if they will assist with additional work. All invoices have been submitted to FEMA for review. The main concern is the breakwater and are hopeful to receive assistance with the repair.

Dickinson provided an update on the Lyons Ferry Marina Facility Plan including hand outs from Reid Middleton with the different facility plan options. There was a discussion about pros and cons of each and it was decided that alternative A had more to offer. Dickinson will communicate this to Reid Middleton. The top priorities would be the boat launch, swim area and breakwater. Klontz has purchased cabins and is planning to move the playground so it is more accessible to families.

The concessionaire transition is going well. Ben & Amanda are managers in training. They are living in the house at the marina. Wally and Joanne are transitioning well. The annual management plan needs to be completed and the Port will work directly with Klontz.

Smith provided a report on maintenance items. The Blue Mountain Station had three hot water meters that were leaking and unable to be read. These were replaced. The locks on the outer double doors at Blue Mountain Station all need to be replaced. The current locks are faulty and make it so you cannot unlock & lock the doors. The HVAC unit at 2 Port way needed to be serviced and coolant replaced. The house at the Marina needed new carpet, paint, sliding door, repaired shower valve and replaced toilet on the Port's expense. The store and restaurant upgrades are being completed by Klontz, with the exception of the cooler compressor, which the Port will pay for.

The Blue Mountain Station has a new produce cooler. Dickinson reported that a business from Seattle that dehydrates food contacted her in regards to leasing a space at Blue Mountain Station. They are projecting to rent the commercial kitchen starting in April and have hopes of moving into the new building. Mama Monacelli's Kitchen, who is currently renting the

