

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
July 10, 2019

Chairman Crowe opened the meeting at 10 a.m. Those present were Commissioners Marvin and Crowe, Executive Director Dickinson, and Economic Development Coordinator Witherington

Guests: Member of the public Amy Amerein

Amerein said she was there to listen and to express her concerns about the Touchet Valley Trail. She also asked if decisions could be made with just two commissioners. Dickinson confirmed that two commissioners formed a quorum.

Crowe opened the public meeting on the comp plan update at 10:01 a.m. Amerein asked where the meeting had been advertised. Dickinson said it was listed in the Dayton Chronicle for two weeks prior to the meeting. With no further public comment, Crowe closed the public meeting at 10:02 a.m. **MOTION:** Made by Marvin to adopt Resolution #2019-02: 2019 Comp Plan Updates. Crowe seconded. Motion carried.

The minutes from the June meeting were discussed. **MOTION:** Made by Commissioner Marvin to approve the meeting minutes as written. Motion carried with no further discussion.

The 2019 monthly budget report was reviewed. There were no questions on the budget report from commissioners.

Dickinson presented the 2018 Annual Financial Report. She reported that we ended 2018 in a good financial opinion. Crowe asked if we should have the report posted on our website. Dickinson and Witherington will look in to how we would do that.

Dickinson reported that Valerie Kerr has been hired as the new auditor for the Port. She also recommended that the position title be changed from Administrative Assistant to Office Manager, and that Witherington's title be changed to Economic Development Director. The title changes provide a more accurate reflection of the work Witherington and Kerr do. Pay rates will stay the same for both positions.

New leases were reviewed and signed by commissioners for Cedar Rain Spirits, the new tenant in BMS #2, and with VIVE, a new tenant in the industrial park.

Lyons Ferry Marina: No updates since last month. The commissioners reported that they were very impressed with the job the concessionaires are doing.

Rock Hill Industrial Park is full. The new tenant will be moving in to part of Industrial Building #5, which Witherington is continuing to explore as a possible coworking space.

Blue Mountain Station: FOODSTOCK is coming up on July 20, 2019. The building is full and tenants are happy. Other than some minor plumbing work, no maintenance was done this month. Building #2 is on schedule to be completed by the end of the summer. It was recommended that the building be promoted in Friends of the Port and the newsletter. The commercial kitchen continues to see heavy use during farmers market season. It was reserved for 173 hours in June, supporting 9 small businesses.

Railroad: Columbia Rail operator Paul Didelius has received approval to use BNSF cars on the line, which should make him more cost competitive.

Touchet Valley Trail: Witherington reported on progress on the Touchet Valley Trail. The Port has received the funding letter from WSDOT for the \$637,000 grant for design funds. The commissioners were asked to consider adoption of Resolutions #2019-03, authorizing Port Executive Director to sign Local Agency Agreement with WSDOT. **MOTION:** Marvin motions, with a second from Crowe, to adopt the resolution. Motion carried.

There continues to be concerns shared by some adjacent landowners about the trail. The majority are concerned with maintenance, trespassing and safety concerns, and loss of privacy. Witherington is working closely with adjacent landowners to understand and plan for their concerns. The steering committee has released a community survey that has gathered around 150 responses so far. Current results show that 72.9% of respondents are excited about the trail and think it's a good idea.

Executive Director's Report: Columbia Pulp is in the final stages of checking their Lyons Ferry Plant systems. They intend to be operational in August. Dickinson reported that former Commissioner Gene Warren has closed on his house and moved out of his district, so his position is vacant effective July 8th. Dan Aschenbrenner had already filed to run for Warren's spot in November and is the only candidate. Dickinson recommended that Aschenbrenner be appointed to the open position. She will invite him to attend the August meeting to be nominated for the position.

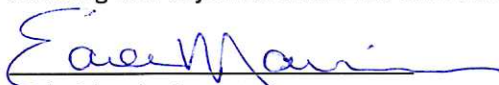
Public Comment: Amerein shared many of the concerns she has around the trail and her preference that tax dollars not be spent on a this project. Dickinson clarified that while some tax dollars may be used, part of the Port's funding also comes from private leases. Amerein intends to oppose the trail and may form a group to work against it. Public comment closed at 11:13 a.m.

Commissioners went in to Executive Session at 11:15 a.m. for approximately 15 minutes to evaluate Executive Director. No action was taken.

The following vouchers were presented for approval of payment in the approved amount of amount of \$156,442.20

Payroll	\$17,756.09	PNWA	\$690.00
Apollo Heating	\$874.25	Pacific Power	\$834.03
Banner Bank	\$2,440.84	Sun Pest Management	\$127.32
Banner Bank	\$4,216.67	Total Office Concepts	\$110.89
Banner Bank	\$2,380.98	Touchet Valley Landscape	\$2,031.70
Banner Bank	\$4,680.32	US Linen	\$123.18
CenturyLink	\$308.97	Walt's Plumbing	\$95.14
City Lumber	\$43.06	Walla Walla Electric	\$9,162.38
City of Dayton	\$3,545.87	Department of Labor and Industries	\$418.88
Dayton Chronicle	\$686.28	Basin Disposal	\$34.04
Department of Commerce	\$53,333.33	Total Comfort Solutions	\$11,153.58
Dingles of Dayton	\$100.71	Employment Security Department	\$123.27
Cardmember Services	\$1,980.88	Kathryn Witherington	\$410.55
Enduris	\$291.00	Basin Disposal of Walla Walla	\$115.18
Ferrell Gas	\$356.21	West Unified Communications	\$84.02
LEAF	\$201.73	Department of Revenue	\$4,681.24
Marinella & Boggs	\$750.00	KC Industries	\$29,555.21
MBG Cleaning Services	\$565.00	Jennie Dickinson	\$109.05
Northwest Public Broadcasting	\$580.00	WCIF	\$1,490.35

Meeting was adjourned at 11:30 a.m. Next meeting will take place on August 14 at 7 p.m. at the Port of Columbia office.


Earle Marv, Secretary