

Port of Columbia
Regular Monthly Meeting Minutes
December 13, 2023

Chair Bryan opened the meeting at 5:00pm. Pledge of Allegiance was recited.

Present: Commissioners Bryan and Watts, Port Staff Jennie Dickinson, Jill Essency & Tracy Clark, Chris Hermann of WPPA and 7 members of the public. Commissioner Crowe and 4 members of the public attended via Zoom. **Absent:** None.

Public Comment: Chair Bryan asked for any public comments. Commissioner Crowe made a comment that she was in Florida and would be attending via Zoom on her phone. No other comments were made.

Approval of Minutes: Commissioner Watts moved to approve the minutes from the October 11th regular meeting after being revised per Commissioner Bryan request, seconded by Crowe. Motion approved. Commissioner Watts moved to approve the minutes from the November 8th regular meeting, seconded by Crowe. Motion approved.

Finances: Monthly Budget Report & Approve Vouchers – Dickinson explained this is not a full budget report since income is still being received. The last of the Dayton Community broadband reporting, the trail invoices and the Touchet Valley Broadband reports are still in the works and will be turned in this week with hopes of reimbursements being received before the end of the year. The voucher approval included several invoices from maintenance work done on Port properties.

Leases: Dickinson presented 5 leases for the Commissioners to sign. Desperado Cowboy Bullets, the Co-Op Market and Rae Studio are all renewing their leases. Two new leases were presented, Columbia Conservation District will be leasing the Garden area at BMS and Jay's Garage is being sold to Andres Lara-Diaz who is changing the name to Ace Automotive. The Commissioners signed the lease with no questions. Watts commented that he appreciated that the business will stay open and that a succession plan took place as opposed to closing this location. Jay Ball stated he appreciated all the support given to him while owning Jay's Garage.

2024 Meeting Schedule: The 2024 meeting schedule was presented to the Commissioners. Watts made a motion to approve the schedule with the June meeting being held at Lyons Ferry Marina and the July meeting being held on Tuesday due to a conflict with a WPPA Conference, seconded by Crowe. Motion approved. Commissioner Crowe questioned the continuation of offering the Zoom option for these meetings. Watts and Bryan both agreed that it is important to continue to offer this avenue for the commission and community. It was decided that the Zoom option will continue.

Rock Hill Industrial Park: Barker has been contacted to grade and roll the lower road and entrance of the Industrial Park to remove the washboards that have occurred. They are waiting for the right conditions.

Lyons Ferry Marina: Dickinson met with the concessionaires to go over the projects for the coming year. The recommended priorities for long-term facilities work will include work on the pull through sites, parking lot repairs, sea moorage, boat launch after the sea moorage, and the sea wall. The breakwater is holding its own. They met with the RCO on December 13th. A planning grant needs to be sought before any in-water work takes place, due to the timing and complexity of permitting. In-water permits can take up to two years. The funds for the pull throughs have a couple of different match options. Normally it would be 50% but since Starbuck is a distressed area it could be a 30% match as well as other means to reduce the percentage. The concessionaires are willing to put in some match dollars if we decide to move forward. They found a restroom facilities option through KOA for around \$55,000, which would save about \$65,000.

Blue Mountain Station: The Craft Malt Study final meeting will be held Dec. 14th. The Conservation District is looking for a larger green house to possibly be built at BMS on 3 to 4 acres. If so, it would bring 5 to 6 new jobs and they would move their offices to that location. Crowe asked if it would be a separate greenhouse from the existing one. Dickinson said yes.

CWW Railroad: Chris Herman from the WPPA gave a presentation on the advantages and disadvantages of Public and Privately held railways. An update on the appraisal process was given by Dickinson. She has emailed the rail management company and has started gathering information requested by the appraiser.

Dayton Community Broadband: Phase 1 – This project is officially complete by the end of November. We are hearing good reports from the public. Still dealing with some TVTV cable problems. The City is assisting with this.

Touchet Valley Broadband: Phase 2 – This project is coming along nicely. It is a bit more complicated due to the longer drops to residences. There has been a request to do another ribbon cutting. This will be a much smaller event.

Rural Broadband Planning: Phase 3 Broadband Equity, Access and Deployment (BEAD) – There is an ongoing state level discussion on this project.

Community and Economic Development

Staff Reports: Dickinson reported the staff participated in Ladies Night Out. Dollar General will not be building in Dayton due to the cost of construction at this time. She and Essency attended the WPPA Annual Meeting in Vancouver. Eastern WA is looking to become involved with micro-grid power sources. There is a new environmental contaminant that is showing up in one type of fish. Essency is attending the regional tourism meetings. She and Dickinson are advocating hard for Dayton. The Elevate group brought a tour of the Gates Foundation members to Dayton. The digital/social media campaign is in full swing, and they are getting positive feedback from businesses. She has the results from the survey she sent to businesses and will be planning events for the new year including Cash Mobs. The CEDS meeting had the largest turnout to date, 56 people. Housing is the top priority.

Executive Session: An executive session as per RCW 42.30.110 was held to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public. No action was taken after the executive session. The executive session began at 6:31pm and was expected to last no more than 10 minutes, ending at 6:39pm.

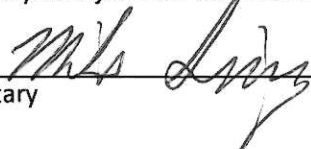
Housing: Dickinson met with the Common Roots Housing Trust. They are looking to build a few affordable units on low cost or free land.

Final Comments: Chair Bryan asked for final public comment. Gerry Kaiser asked if it was possible to keep a portion of the rail to receive public funding. Chris Hermann thought it would be hard to portion it out.

Approval of Vouchers: Commissioners approved regular monthly vouchers in the amount of: \$559,09.96.

12628-12638	Payroll	42,668.09	12662	EmergeTechnologies	140.00
12639	Jennifer S Dickinson{O}	95.44	12663	Grassi Refrigeration	2,026.13
12640	ZOver Publishing	602.45	12664	Inland Cellular	147.54
12641	A-1 Plumbing	340.38	12665	Jamestown Networks	198.23
12642	Anderson Perry, Inc.	146,776.28	12666	Jay's Garage(v)	46.26
12643	Applied Brewing & Malting Solutions	5,000.00	12667	LEAF	240.87
12644	Banner Bank - 1585	3,205.27	12668	MBG Cleaning Services	1,480.00
12645	Banner Bank - 1593	1,475.05	12669	Orkin	3,046.31
12646	Banner Bank - GO Bond - 3946	2,431.59	12670	Pacific Power	1,540.58
12647	Banner Bank BMS #2 Bond - 9342	2,440.84	12671	Petrichor Broadband, LLC	74,663.00
12648	Basin Disposal Inc	68.34	12672	Precision Garage Doors	4,962.55
12649	Basin Disposal of Walla Walla	134.85	12673	Quality Signs	940.37
12650	Blue Mtn. Telecommunication	123,572.56	12674	Stephens Media Group	1,000.00
12651	Boggs Ortuno PLLC	750.00	12675	Strategy Consulting by Veronika	1,000.00
12652	Brewer's Bookkeeping & Payroll Srvs	800.00	12676	The Q Wood-Fired Grill	1,591.38
12653	Cardmember Service	3,965.11	12677	US Linen & Uniform	178.53
12654	City Lumber	58.68	12678	Valley Wide Pasco Propane	478.94
12655	City of Dayton	1,848.89	12679	WA State Dept. of Transportation	1,002.92
12656	Columbia County Parks & Recreation	50.00	12680	Waitsburg Times	243.00
12657	Columbia County Treasurer's Office	7.00	12681	Walla Walla Electric, Inc.	2,340.37
12658	Dayton Chamber of Commerce	150.00	12682	WBE Technologies LLC	49,815.22
12659	Dayton Mercantile	63.76	12683	WEDA	400.00
12660	Dingle's of Dayton	42.89	12684	Zero dB Communications, LLC	75,066.50
12661	Elk Drug	3.79			

Chair Bryan adjourned the meeting at 6:44 pm.


Secretary