

Port of Columbia
Regular Monthly Meeting Minutes
February 12, 2025

Chair Bryan opened the meeting at 5:00pm.

Present: Commissioners Bryan, Watts and Spring, Port Attorney Kim Boggs, Port Staff Jennie Dickinson, Jill Essency, Shane Laib, Tracy Clark, and 4 members of the public. 5 members of the public attended via Zoom. **Absent:** None.

Pledge of Allegiance was recited.

Public Comment: None.

Approval of Minutes: Commissioner Watts moved to approve the minutes from the February 5th special meeting, seconded by Spring. Motion approved. Commissioner Spring moved to approve the minutes from the January 8th regular meeting, seconded by Watts. Motion approved.

Finances: Monthly Budget Report & Approve Vouchers – Dickinson reviewed some of the larger vouchers. The vouchers were approved. The 2024 end of the year budget report was presented to the commission. There were no comments or questions.

Leases: None.

City of Dayton Sewer Agreement: Dickinson presented the commissioners with a Master Agreement between the Port, the City of Dayton and CWW Rail for the city to place underground water and sewer utility service in the railroad right-of-way. Dickinson questioned whether the Port should be a signer on this agreement. She will review the Port's policy regarding this. Another question was whether this agreement would hold if the rail was sold. Spring made a motion acknowledging the document as acceptable, Watts seconded with discussion. The discussion stated that the agreement is not final at this time, there are minor things that need to be changed. Motion approved.

Rock Hill Industrial Park: Dickinson reported snow removal has taken place lately. The tenants were notified they needed to prevent frozen pipes in their respective businesses during the extreme cold temperatures we have been experiencing.

Lyons Ferry Marina: Dickinson reported that the current concessionaire would like to offer diesel fuel to accommodate larger boats that are using the river. The concessionaire also participated in a RCO study being conducted about the possibility of the dams being breached.

Blue Mountain Station: Dickinson state the contract from CERB has arrived. The kickoff meeting about the architecture and engineering part of the project will take place tomorrow with Anderson Perry and Urban Patterns.

CWW Railroad: Dickinson asked for clarification from Commissioner Watts on how what the list he requested at the workshop meeting would contain. He would like a summarized fact sheet for the public along with a deeper discovery and fact-finding report for those who want more information. The list will be compiled and presented at the March meeting. The rail operator has received materials used for implementing the grant money for the crossings and tie improvements.

Broadband: No report.

Staff Reports on Community and Economic Development: Dickinson reported that Jill Essency has taken a position with the City of Renton and this will be her last meeting. Dickinson added she will be greatly missed. Shane Laib has been hired to take Jill's place as the Port's Economic Development Coordinator. They have been training together for the past couple of days. Dickinson attended the regional ADO meeting. She testified to a bill preserving and raising the funding for rural ADOs. Senator Schoesler has agreed to be a co-sponsor of this bill. The Port has been awarded a Washington State Microenterprise Association (WSMA) grant of \$20,000. Dayton School District received a grant from Innovia of \$50,000 which will be used to provide heavy equipment simulators for workforce training in our high school. Seneca has offered hands-on forklift driving after the training to receive certification. She attended the annual Visit Walla Walla meeting. Their larger visitor numbers come from Spokane and Seattle. Essency reported

that we are working on a USDA Rural Business Development grant to help bring the pasta company to Dayton. She is gathering letters of support from the relationships being built through the grain cluster interactions. One of the WSMA workshops will include a presentation from Colorado's John Schallert who is giving a business destination boot camp. This will be open to other communities as well as Dayton. This WSMA grant will help fund other workshops as well. Laib reported meeting with Josephs Grains out of Colfax. This is to continue gathering relationships for the grain cluster. He is working with the Touchet Valley Golf Club to lend support for the upcoming Spokane Golf and Outdoor Show taking place soon. He is also training with Essency on ADO reporting.

Housing: No report.


Dayton Development Task Force: Spring gave a brief update on the last Task Force meeting.

Final Comments: Chair Bryan asked for final public comment, none were made.

Approval of Vouchers: Commissioners approved regular monthly vouchers in the amount of: \$64,843.04.

02/03/2025	13347-13356	Payroll	28,068.14	02/12/2025	13376	Emerge Technologies	70.00
02/12/2025	13357	Jennifer S Dickinson(O)	129.76	02/12/2025	13377	Inland Cellular	72.47
02/12/2025	13358	Apollo Heating & Air Conditioning	1,121.40	02/12/2025	13378	Jamestown Networks	198.23
02/12/2025	13359	Banner Bank - 1585	3,205.27	02/12/2025	13379	LEAF	437.77
02/12/2025	13360	Banner Bank - 1593	1,475.05	02/12/2025	13380	MBG Cleaning Services	1,480.00
02/12/2025	13361	Banner Bank - GO Bond - 3946	2,431.59	02/12/2025	13381	One Call Concepts, Inc.	4.68
02/12/2025	13362	Banner Bank BMS #2 Bond - 9342	2,440.84	02/12/2025	13382	Pacific Power	1,996.85
02/12/2025	13363	Basin Disposal Inc	67.41	02/12/2025	13383	Performance Systems Integration	271.02
02/12/2025	13364	Basin Disposal of Walla Walla	136.15	02/12/2025	13384	Petrichor Broadband, LLC	2,747.00
02/12/2025	13365	Blue Mountain Irrigation & Landscape	1,152.33	02/12/2025	13385	Plus Delta After School Studios	5,000.00
02/12/2025	13366	Brewer's Bookkeeping & Payroll Svc.	400.00	02/12/2025	13386	Roto Rooter	795.11
02/12/2025	13367	Cardmember Service	712.44	02/12/2025	13387	Senske	4.50
02/12/2025	13368	City Lumber	69.74	02/12/2025	13388	State Auditor's Office	1,182.35
02/12/2025	13369	City of Dayton	2,057.31	02/12/2025	13389	Strategy Northwest, LLC	2,000.00
02/12/2025	13370	Columbia County Public Health	235.00	02/12/2025	13390	Tell It Media	2,015.65
02/12/2025	13371	Columbia iConnect	156.39	02/12/2025	13391	US Linen & Uniform	94.14
02/12/2025	13372	Crown Paper & Janitorial Supply, Inc	180.62	02/12/2025	13392	Waitsburg Times	135.00
02/12/2025	13373	Dayton Mercantile	42.55	02/12/2025	13393	Walla Walla Union Bulletin	510.00
02/12/2025	13374	Dept of L&I - Boiler Program	63.60	02/12/2025	13394	Washington Public Ports Assoc.	1,119.00
02/12/2025	13375	Double T Construction	563.68				

Chair Bryan adjourned the meeting at 5:40 pm.



 Mike Spring, Secretary