

**Port of Columbia**  
Regular Monthly Meeting Minutes  
December 10, 2025

Chair Bryan opened the meeting at 5:01pm.

**Present:** Commissioners Bryan, Watts, and Spring, Port Attorney Kim Boggs, Port Staff Jennie Dickinson, and Tracy Clark, along with 3 members of the public. 5 members of the public attended via Zoom. **Absent:** Port Staffer Shane Laib

Pledge of Allegiance was recited.

**Public Comment:** None were made.

**Approval of Minutes:** Spring moved to approve the minutes of the November 12<sup>th</sup> meeting, seconded by Watts. Motion approved.

**Finances: Monthly Budget Report & Approve Vouchers** – Dickinson stated there were no unusual invoices. The vouchers were approved. The budget report was presented to the commission. Dickinson explained that this was not the final budget report because income is still being received. We spent less than budgeted, which is great. There were no comments or questions. Watts wanted confirmation that thank you's were sent to the sesquicentennial committee. Dickinson said they were sent.

**Leases:** Blue Mountain Station Co-op Market, a new 2-year lease with a 2% increase, Rae Studio renewed with a 2-year extension and a 2% increase. GSA renewed their lease with the 5 year option and increase as stated in their original lease. Dickinson is the only signature required for this lease. Spring made a motion to approve Dickinson to sign the GSA lease, seconded by Watts. Motion approved. Bryan asked if a 2% increase is enough to cover increase in costs. Dickinson felt it was for 2-year leases.

**2026 Meeting Schedule:** The 2026 meeting schedule was presented to the commission. Spring made a motion to adopt the 2026 meeting schedule, seconded by Watts. Motion approved. Watts asked how much time is needed if there was to be a change to a meeting date. Dickinson stated that time was needed to publicize the date if it was to be a special meeting. If it was just a regular meeting date that needed to be changed, if it could be done at the prior month's meeting, which should suffice.

**Rock Hill Industrial Park:** Dickinson reported there was a small leak in the roof of one of the buildings. It will be addressed. Also, a delivery truck backed into one of the buildings' garage door and caused damage. It will be repaired and the delivery company should reimburse us for the damage. Columbia County Public Transportation is moving ahead with wanting to purchase their building. They have put out an RFP for improvements that need to be done to the building. They are a government entity and have certain appraisal requirements that need to be met. They are working towards fulfilling those requirements.

**Lyons Ferry Marina:** Dickinson met with the concessionaire to review the AMP part I. It is ready to be sent to the Corps of Engineers by January 1<sup>st</sup>. The concessionaire has secured her staff for the next season. Over the Thanksgiving break, Dickinson applied to a new program CERB is offering. This grant would be \$250,000 which would cover the remaining matching funds required for the RV pull-thru sites. She will attend a meeting in January to see if we were awarded the funds.

**Blue Mountain Station:** Dickinson and Port attorney Boggs have been in ongoing discussion with Mainstem Malt regarding their lease. They are very close to finalizing it. Dickinson asked for approval to sign the lease once all parties agree to the terms, prior to the next commission meeting. It was decided that the commissioners will need to sign the lease once it is finalized, which can be done at a special meeting if the lease is ready prior to the next regularly scheduled meeting. Dickinson, along with Boggs, reviewed some of the highlights of the lease that need to be addressed.

**CWW Railroad:** Dickinson met with staff members of CWW today. After garnering outside legal advice, it is not a good idea to take operational responsibility for the line. It is too much risk for a Port District. Dickinson received a copy of the lease the State uses. One of the items they utilize is paying for supplies used for maintenance. It would

be a budget line item, similar to the way Lyons Ferry Marina's lease works. The Port would provide budgeted funds to be used to purchase maintenance materials. An inspection of the line to determine the baseline condition of the track would be conducted. CWW was told that tourism needs to be part of their operation plan. Dickinson would also like to see a business plan and financial report from CWW. The conversation with the staff was good. They need to take the details back to Didelius. As part of the lease negotiations, the Port may take back the oversight of right-of-way leases. RAMS Inc. will be willing to assist with this. CWW sprayed the weeds on the line this year with a drone. The Port needs to look into insurance with the prospect of adding tourism to the line. Dickinson would like a tour of the track with the commissioners in 2026.

**Broadband:** Dickinson stated that design has started on the Starbuck/E911 project.

**Staff Reports on Community and Economic Development:** Dickinson attended a WPPA conference. There were many good takeaways from that conference, one of which was the lack and need for power in the state. Southeast Washington Economic Development Association (SEWEDA) offered to pay for the costs associated with the CEDS meeting. Billikin Energy Center (project river spark) is a new energy business that the Port is working with. The company has started work on permitting.

**Housing:** Nothing new to report.

**Dayton Development Task Force:** The CEDS meeting was held in place of the Task Force meeting.

**Executive Session:** *Executive Session: (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.*

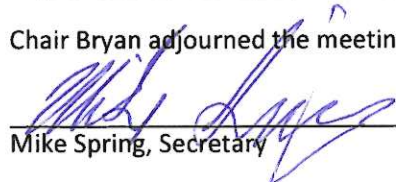
The executive session was expected to last 45 minutes. They extended the session for an additional 5 minutes, it ended at 6:46pm. No action was taken.

**Final Comments:** Watts thanked Bryan for serving on the Port commission and welcomed Scott Hudson to the board. Bryan said his farewells

**Approval of Vouchers:** Commissioners approved regular monthly vouchers in the amount of: \$69,015.56.

12/01/2025	13857-13865	Payroll	26,673.03	12/10/2025	13885	Emerge Technologies	71.12
12/10/2025	13866	Jennifer S Dickinson{O}	433.05	12/10/2025	13886	Inland Cellular	66.81
12/10/2025	13867	Tracy Clark	13.99	12/10/2025	13887	Jamestown Networks	198.23
12/10/2025	13868	2Over Publishing	152.75	12/10/2025	13888	LEAF	348.62
12/10/2025	13869	Apollo Heating & Air Conditioning	1,884.53	12/10/2025	13889	MBG Cleaning Services	1,480.00
12/10/2025	13870	Banner Bank - 1585	1,354.30	12/10/2025	13890	One Call Concepts, Inc.	1.39
12/10/2025	13871	Banner Bank - 1593	1,475.05	12/10/2025	13891	Pacific Power	2,050.31
12/10/2025	13872	Banner Bank - GO Bond - 3946	2,431.59	12/10/2025	13892	Petrichor Broadband, LLC	2,379.00
12/10/2025	13873	Banner Bank BMS #2 Bond - 9342	2,440.84	12/10/2025	13893	Senske	2,475.91
12/10/2025	13874	Basin Disposal Inc	69.54	12/10/2025	13894	Snake River Plumbing	476.82
12/10/2025	13875	Basin Disposal of Walla Walla	139.06	12/10/2025	13895	State Auditor's Office	695.50
12/10/2025	13876	Blue Mountain Septic	941.34	12/10/2025	13896	The Q Wood-Fired Grill	1,418.13
12/10/2025	13877	Brewer's Bookkeeping & Payroll Srvs	400.00	12/10/2025	13897	US Linen & Uniform	109.24
12/10/2025	13878	Cardmember Service	2,400.61	12/10/2025	13898	USIC Locating Services, LLC	272.30
12/10/2025	13879	City Lumber	71.52	12/10/2025	13899	Valley Wide Pasco Propane	303.34
12/10/2025	13880	City of Dayton	2,289.21	12/10/2025	13900	Washington Public Ports Assoc	780.00
12/10/2025	13881	Columbia County Public Works	250.00	12/10/2025	13901	Washington State Penitentiary	297.80
12/10/2025	13882	Columbia iConnect	156.39	12/10/2025	13902	Young's Heating and Cooling LLC	6,549.23
12/10/2025	13883	CSD Attorneys at Law	396.00	12/10/2025	13903	RL Banks & Associates, Inc.	5,000.00
12/10/2025	13884	Dayton Mercantile	69.01				

Chair Bryan adjourned the meeting at 6:48 pm.

  
Mike Spring, Secretary