

PORT OF KLICKITAT  
BOARD OF COMMISSIONERS MEETING MINUTES  
MARCH 4, 2008  
REGULAR SESSION

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) PC Norm Deo, Rodger Ford & Wayne Vinyard; Executive Director (Exec.D) Marc Thornsbury; Deputy Director (DepDir) James Donnelly; Administrative Assistant/Bookkeeper, (AA/B) Margie Ziegler and (Fac/Maint) Bryan Charters. <b>PC/Staff Absent:</b> Port Counsel Teunis Wyers was excused. <b>Guests Present:</b> Matt Riley (Rapid Ready Mix Inc) and Brad Roberts, (Rivermile 172 LLC).	Meeting called to order at 4:00pm.
<b>Executive Session</b>  Potential Property Sale – Bingen Point	PC Vinyard called for an executive session to discuss sale of property. PC Vinyard said the executive session was expected to last one hour.  An executive session started at 4:02pm. <b>Those present:</b> Port Commissioners (PCs) Norm Deo, Rodger Ford & Wayne Vinyard; Executive Director (Exec.D) Marc Thornsbury and Deputy Director (DepDir) James Donnelly. PC Vinyard adjourned the executive session at 5:00pm. PC Vinyard opened the regular PC meeting at 5:04pm.	
<b>Counsel's Report</b>	None	
<b>Administrative Matters</b>  Consent Agenda	Items approved: Minutes – February 19, 2008 Payroll Vouchers – February 29, 2008 #22007-22023 \$15,637.08 Vouchers – February 19, 2008 #21988-22006 \$8,649.15 There were corrections in the minutes. (DepDir) Donnelly explained the archeological survey done at DIP for Parcels 40, 41, 42, 42A, & 45 and the survey found nothing. Donnelly talked about getting estimates to do a survey of the entire DIP.	PC Ford M, PC Vinyard S a motion to approve the Consent Agenda. With corrections to the minutes. MP  By consensus, the PC directed staff to get an estimate to do an archeological survey on the entire DIP.

<p><b>Executive Director's Report Bingen Point</b></p> <p>Infrastructure and Grading Plan</p>	<p>(Exec.D) Thornsbery discussed getting Tenneson Engineering started on the grading and infrastructure project. Thornsbery said an update of the binding site plan could be completed now with the road realignment and lot lines and not have to go out to public bid. Thornsbery said the engineering cost of the project design is estimated at 250,000 to 300,000. Donnelly said an RFP needs to be sent out so that the Port can select an engineer based on credentials. Permits were discussed and the estimated cost of permits is \$30,000. Donnelly said the staff could start the process for the JARPA shoreline permit. Thornsbery asked the PC if they want staff to proceed with the permits. Bingen Lake boundaries were discussed. PC members said the Bingen Lake property was surveyed and Dept of Ecology approved the boundaries. PC Ford suggested contacting former (Ex.Dir) Sherwood and contacting Bell Design. Thornsbery will contact Katherine Reed from Ecology.</p>	
<p>Public Notice for Surplus Property</p>	<p>(Exec.D) Thornsbery said public notice will be posted in preparation for surplus property for ICE and public comment will be heard at the March 25, 2008 PC meeting.</p>	
<p>Insitu Parking Lease</p>	<p>(Exec.D) Thornsbery said Insitu's lease for the parking area between Bldg 1D and 1E has been signed. Traffic flow was discussed.</p>	
<p><b>Executive Director's Report Dallesport Industrial Park</b></p> <p>Dock Repair</p>	<p>(Exec.D) Thornsbery explained the hole in the SW corner of the barge dock. (Fac/Maint) Charters said the hole keeps getting larger. Raising the elevation of the dock and resolving the drainage issue was discussed.</p>	<p>By consensus, the PC directed staff to have Dallesport Log Yard clear off the dock so that the condition of the dock and holes can be inspected and get quotes to repair and resolving the drainage issues.</p>
<p>Road Right-of-Way</p>	<p>(Exec.D) Thornsbery talked about the size of the proposed Alpine Avenue. Currently the road is set to be constructed at a width of 50 feet. Other roads at DIP range from 80 to 100 feet. PC Deo said the road should be set to Klickitat County road standards. PC Deo asked how does it affect the DIP binding site plan if the road width changes.</p>	<p>By consensus, PC directed staff to contact Tenneson Engineering and have Alpine Drive width be increase to 60 feet and Parallel Avenue width be reduced to 60 feet.</p>

<p><b>Executive Director's Report Dallesport Industrial Park continued . . .</b></p> <p>Power</p>	<p>(DepDir) James Donnelly explained the increase demand and capacity of power by Columbia Phyto Technology (CPT) and Underwood Fruit. As it is now CPT will use all of the power capacity at DIP. Donnelly met with the PUD and discussed options. Donnelly said the PUD could do some fine tuning to the power loads with fans and shaping the load for a temporary fix but with the growth of Dallesport and the Airport improvements a long term solution needs to happen. Donnelly said the PUD has proposed an upgrade that would improve power for DIP, Airport, Dallesport and cover current demand and have a reserve for growth. Donnelly said the PUD's cost estimate is 1.35 million dollars and that the PUD will pay one million and Port would need to pay three hundred and fifty thousand. Donnelly presented estimates from the PUD. Donnelly said CPT has enough power now to run one machine, in the future they plan to run six machines. Donnelly said UF will not need the power until next spring and that give the Port a six month time frame to come up with a solution. Jim explained options. PC Ford suggested contacting the PUD and find out the percentage of power used from the substation is DIP and the community of Dallesport. Discussion followed on how to share the upgrade. PC Deo said he talked to PUD Commissioners Randy Knowles and said the PUD has been pleased in the amount of responsiveness from the Port and wanted PC not to feel that they the PUD was dragging their feet. No funds are budgeted for Power upgrades in the 2008 budget. Donnelly said CPT is waiting for the PC's decision on DIP power at this meeting before they can commit and sign a lease with the Port. Donnelly asked if a PC member wants to be a part of the PUD meetings and PC Deo volunteered.</p>	<p>By consensus, the PC directed staff to meet with the PUD and discuss what percentage of power is being used by DIP and what is being used by the Dallesport Community.</p>
<p>Williams Gas Line</p>	<p>(Exec.D) Thornsby said the Port has been given an updated map of the locations at DIP where Williams wants to stage their equipment during the gas line realignment. Discussion followed.</p>	<p>By consensus, the PC direct staff to write and agreement for Williams for using Port property for equipment storage.</p>
<p>Pacer Propane</p>	<p>(Exec.D) Thornsby said Pacer Propane has contacted the Port and is looking for a site to locate propane tanks and a retail operation. Thornsby said that Pacer wants to lease property to store two tanks temporarily while they work on a long term lease. Thornsby said Pacer has 4 to 6 jobs and plan to grow to as many as 10 to 14 jobs. Thornsby proposed the Port construct a 60' x 40' building and a fence. (DepDir) Donnelly talked about loan and grant opportunities that may be available to the Port. Debt repayment and other Port projects were discussed.</p>	<p>By consensus, the PC does not want to lease property for storage of tanks to Pacer until a CUP has been approved and the PC does not want the Port to fund the construction of building and fence.</p>

<p><b>Executive Director's Report</b> <b>Dallesport Industrial Park continued . . .</b></p> <p>Salvage Company</p>	<p>(Exec.D) Thornsbery asked the PC if they want to spend 3,000 to do a grading plan and set elevations for the proposed road to Parcel 16. It was discussed to scrape out an access road now and gravel it and then redo the road when Alpine Drive is extended. (DepDir) Donnelly said the salvage company plans to pour a slab, bring in an office trailer and build a fence. (DepDir) Donnelly is proposing a short-term lease of one to two years. PC Deo has received comments of concern from the public and told them to contact the Port and made comments. Donnelly said no one has called into the Port can gave concerns. Donnelly said the salvage company has been asked to get a \$40,000 insurance policy</p>	
<p>Barge Dock</p>	<p>(Exec.D) Thornsbery said he met with representatives from Nutter and James Dean Construction. Thornsbery said they have two options to load barges: 1)They can load a barge in 48 hours by running trucks to the barge area for two days or 2)They would like the option of stockpiling for a long-term. The benefit for the Dean's to stockpile is to use the trucks/operators during down times and it will only take 12 hours to load a barge. Thornsbery explained the loading process and layout. Deans want a five year lease of property to match operator lease. Discussion followed regarding not leasing the barge dock area and charging a day use fee. PC Deo suggested the Port hire a consultant to design a load out facility.</p>	<p>By consensus, the PC directed to work on the day use fee that Port CPA George Fox suggested.</p>
<p><b>Miscellaneous</b></p> <p>Committee Updates</p>	<p>PC Ford - Nothing PC Vinyard - EDA meeting will be March 13. PC Deo - Airport meeting will be March 21.</p> <p>(DepDir) James Donnelly said he attended a water meeting with the Dallesport Water Association, Airport, KC PUD, KC EDA, and City of The Dalles to discuss the recent issues with the Sundoon development delay. Donnelly said there was discussion for a plan to serve the Airport with Dallesport Water Association water and Sundoon would be served by DIP water.</p> <p>(AA/B) Margie Ziegler talked about the DIP Water Conservation Public Meeting. PC Deo and PC Ford said could attend and a date and location will be set.</p> <p>PC Vinyard said he will be gone March 18 and April 1. The PC Meetings were set for March 25 and April 8.</p>	

Public Comment	Brad Roberts (Rivermile 172) said he was glad to see the Port is working on the BPT infrastructure project.	
<b>Adjournment</b>	PC Vinyard adjourned the meeting at 7:28pm.	

Approved on \_\_\_\_\_  
(Date)

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Margie Ziegler, Administrative Assistant

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Marc Thornsby, Executive Director

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S. Wayne Vinyard, President