

Agenda for Tuesday, September 04, 2001
Klickitat County Port District
1st Regular Monthly Meeting
September 4, 2001 - 4:30 P.M. - PORT OFFICE

AGENDA

PUBLIC COMMENT - Limited to 10 minutes total; (5 minutes per person)

COUNSEL'S REPORT

Dallesport Foundry
Northwest Regional Power - Request to Terminate Lease

ADMINISTRATIVE MATTERS

Consent Agenda:

1. Minutes - August 7, 2001
2. Vouchers - August 15, 2001- Payroll
3. Vouchers - August 21, 2001
4. Vouchers - August 31, 2001- Payroll
5. Vouchers - September 4, 2001

Financial Report - July

PC Retreat - Sept. 11, Inn of the White Salmon, Noon

September 18 Port Meeting

CERB Application - Resolution

I-747

Debt Limitation

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Termination of SDS Shorelands Lease

DALLESPORT INDUSTRIAL PARK:

Wastewater Treatment Facility Bid Opening
Crane

MISCELLANEOUS

Shoreline Seminar Sept. 6 & 7, Seattle
WPPA Marketing Seminar - Sept. 20 & 21, Vancouver
Air Shed - Columbia River Gorge Commission Decision
Brush Recycle Sites Closed
Maria Cantwell Letter & Visit

PUBLIC COMMENT - Limited to 20 minutes total; (5 minutes per person)

ADJOURNMENT

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES September 4, 2001 REGULAR SESSION		
<u>TOPIC</u>	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE:</u>	<p>Commissioners/Staff Present: Port Commissioners (PCs) B. Marc Harvey, S. Wayne Vinyard and Norm Deo; Port Counsel (Counsel) Teunis Wyers; Executive Director (Exec.D) Dianne Sherwood; and Administrative Assistant (AA) Vickie Drew</p> <p>PC/Staff Absent:</p> <p>Guests Present: Tom Seifert (KC Res. Dev.); Rodger Ford (Lyle); Matt Riley (Riley Bros. Concrete); and Mike Smith (Dallesport)</p>	
<u>PUBLIC COMMENT</u>	<p>Chair Harvey opened the public meeting at 4:28.</p> <p>Tom Seifert and Exec.D Sherwood discussed their meeting today with the Willis family who have proposed siting a fruit processing operation at Bingen Point. Parcels #11 & #13 were discussed as possible locations to site their 22,000 square foot building which would provide for 47 full-time jobs; 62 jobs total counting seasonal employees. Would the PC consider selling the property or do they wish to lease only? A plan of the proposed building site layout was presented for PC review. Tom stated that he, Exec.D Sherwood and a Willis family representative will meet with Skip Grimes of the KC Building Dept. on Monday to begin the permit process. Soil sampling would need to be done on Parcel #13 to determine the amount of organic material on the property and it would require a considerable amount of fill to bring it up to grade. PC Harvey stated that he was in favor of selling Parcel #13 with two conditions; that the CC&Rs run with the parcel and with the target of purchasing the Mt. Adams Loggers' Assoc. property. PC Vinyard was concerned with road maintenance issues regarding a privately owned parcel within Port property. Counsel suggested a tonnage fee could be instituted. Infrastructure could be extended to the site by the Port with assistance from KC. PC consensus to pursue discussions with the Willis family to include selling them the property. KC may have funds available to assist in the soil sampling.</p> <ul style="list-style-type: none"> • Tom reported that the EDA recommendation hopefully will be to continue focusing allocation of funds on economic development/infrastructure projects in the county. 	

<u>COUNSEL'S REPORT</u>	<ul style="list-style-type: none"> • <u>Dallesport Foundry</u>: Counsel reported that the lawsuit to foreclose on the Dallesport Foundry land sale contract has been dismissed. • <u>Northwest Regional Power</u>: Exec.D Sherwood asked if Counsel had any concerns regarding the appropriateness of terminating the Northwest Regional Power lease. Council explained the concept of "Impossibility of Performance"; they cannot make economic use of the property for the intended purpose of the lease. PC consensus to terminate the lease agreement and return the personal guarantee. Counsel suggested recording a lease termination document. 	<i>PC Vinyard moved to authorize Exec.D Sherwood to notify Northwest Regional Power that the lease will be terminated effective September 15, 2001 and to return Mr. Ross' personal guarantee; seconded by PC Deo – motion carried.</i>
<u>ADMINISTRATIVE MATTERS</u> <u>! Consent Agenda</u>	Items approved: <ul style="list-style-type: none"> • Minutes of August 7, 2001 • Vouchers #16595 - #16597; \$3,368.73 • Vouchers #16598 - #16620; \$11,108.49 • Vouchers #16621 - #16633; \$6,840.89 • Vouchers #16634 - #16641; \$1,451.47 	<i>PC Vinyard moved to approve the Consent Agenda as presented; seconded by PC Deo -- motion carried.</i>
<u>Cash Balances Memo</u>	AA Drew discussed the cash balances memo noting total liquid funds of \$449,190.29. The Port's State Pool General investment account has a balance of \$444,150.00. At this time last year the balance in that account was \$223,700.00.	
<u>! Financial Report - July</u>	AA Drew discussed the financial statement ending July 31. The balance sheet shows the excess cash receipts over expenditures at \$71,814.49. She discussed revenue and expense account percentages (actual vs. budget) against the target of 58%. Marine Terminal revenues are at 71% of budget, Sale of Water revenues are at 87%, and Property Rental revenues are at 64%, and Sale of Fixed Assets is at 55%. Total revenues are at 50%. Marina Expenditures are at 54%, Water System Expenditures are at 67% and Property Rentals Maintenance is at 52%. Port Counsel Expense is at 46% and Office Expense-Supplies is at 57%. Total expenditures are at 41% overall leaving a net income of \$71,814.49.	
<u>! PC Retreat-Sept. 11, Noon</u>	Exec.D Sherwood reported that the retreat will be held Tuesday, September 11 at the Inn of The White Salmon. Byron Hanke, Port Consultant, and George Fox, CPA/Attorney will also attend the retreat. [Editor's Note: Retreat rescheduled.]	
<u>! Sept. 18 Port Meeting</u>	Exec.D Sherwood asked if the PC schedules allow for three meetings this month. PC consensus to plan on holding the meeting on the 18th.	
<u>! CERB Application-Resolution</u>	Exec.D Sherwood reported that she has begun work on a grant application to CERB for a new 25,000 to 35,000 square foot building for I.C.E. She contacted Kate Rothchild regarding funds availability. CERB only has \$2.2M left and they are aware of five projects already that will each come in at \$1M. The deadline for applications is October 1. She prepared a resolution which would authorize her to submit an application to CERB for funding.	<i>PC Deo moved to approve Resolution 10-2001 as written; seconded by PC Vinyard – motion carried.</i>

! <u>I-747</u>	Exec.D Sherwood discussed the information provided regarding I-747 which would limit property tax increases to one percent a year. Miland Walling, KC EDA Board member, inquired if any of the PC would be willing to speak out against I-747 outlining the detriment it would create for the Port in reduced property tax revenue.	
! <u>Debt Limitation</u>	Exec.D Sherwood discussed the RCW information that was provided by George Fox. Provisions of Section 7 state that loans made from a State or Federal agency do not apply to the Port's debt limitation, therefore, the Port has no debt that applies to the statutory debt limitation.	
! <u>EXECUTIVE DIRECTOR'S REPORT</u> * <u>BINGEN POINT</u> * ! <u>Termination of SDS Shorelands Lease</u>	Exec.D Sherwood reported that she contacted SDS to determine if they wished to continue the shorelands month-to-month agreement which is currently paid through September. Jason Spadaro told her they did not wish to continue.	
! <u>Mt. Home Biological, Inc.</u>	Exec.D Sherwood reported that she has shown the Port's old maintenance shop to Mt. Home Biological, Inc. who employs 3-4 people supplying lab supplies and bio-specimens to schools. Mr. See would like to occupy immediately and will do tenant improvements to install a restroom and other utilities. PC consensus to authorize Exec.D Sherwood to sign a lease with Mr. See.	
* <u>DALLESPORT INDUSTRIAL PARK</u> * ! <u>Wastewater Treatment Facility Bid Opening</u>	Exec.D Sherwood reported that the bid for the collection system was awarded to James Fowler with a bid of \$6.6M, and for the treatment facility, IMCO General Construction with a bid of \$4.6M. All funding for the project is in place.	
! <u>DIP Port Infra Estimates</u>	Exec.D Sherwood discussed the technical memorandum provided by Kennedy/Jenks. The updated cost estimate is \$2.4M. John Buzzone (Kennedy/Jenks) also reported to her that a hydrant meter would cost approximately \$1,000.	
! <u>Pac Rock</u>	Exec.D Sherwood and Byron Hanke will meet with John Shafer tomorrow morning to continue negotiations for an aggregate load out facility.	
<u>MISCELLANEOUS</u> ! <u>Shoreline Seminar, Sept. 6 & 7, Seattle</u>	Exec.D Sherwood reminded the PC that she will be out of the office this Thursday and Friday to attend the WPPA Shoreland Management Act Seminar in Seattle.	
! <u>WPPA Marketing Seminar, Sept. 20 & 21, Vancouver</u>	Exec.D Sherwood asked for PC approval to attend the WPPA Marketing Seminar. Byron Hanke will be attending as will Tom Seifert and Larry Bellamy (City of Goldendale). PC consensus for her to attend.	

<p>! <u>Crane</u></p>	<p>Exec.D Sherwood reported that Paul Mark of Marks Marine is interested in dismantling the crane. He is working on financing for the operation. PC Deo stated that Mr. Mark does have the equipment available to do the job and is confident that he could get the job done.</p>	
<p>! <u>Air Shed</u></p>	<p>Exec.D Sherwood discussed the Gorge Commission decision not to require interim standards for air quality in the Gorge.</p>	
<p>! <u>Brush Recycle Sites Closed</u></p>	<p>Exec.D Sherwood reported that the KC brush recycling sites have been closed until January 2000 due to lack of funding.</p>	
<p>! <u>Maria Cantwell Letter & Visit</u></p>	<p>Exec.D Sherwood reported that she attended a meeting with Maria Cantwell at the Golden Northwest Aluminum Co. on August 21. Exec. D Sherwood had sent her a letter about energy prices and the Port's concern for economic development and Ms. Cantwell sent a response letter which was included in the PC packet.</p>	
<p>! <u>Dock/Ramp</u></p>	<p>Kennedy/Jenks has agreed to review the engineering documents for the dock/ramp project which were created by Tom Camero to determine if the project could proceed with the current plans or if they should be completely redone. This will be a "second" opinion in addition to Bell Design's determination.</p>	
<p>! <u>Mt. Adams Property</u></p>	<p>PC Deo inquired if there had been any developments regarding the Mt. Adams Loggers Association (MALA) selling their property. She has not heard anything further from Mr. Verley. She let them know that the Port is interested in seeing any offer they may get from the Corps. (The Port has a first right of refusal on the property).</p>	
<p>! <u>Unauthorized dock</u></p>	<p>Exec.D Sherwood reported that a tribal-owned platform has appeared on the north east side of the Marina and someone is camping at that location. She is waiting for a call back from the Inter-tribal Enforcement Agency. PC Harvey stated that past PC, trying to alleviate some of the activity at the dock, asked them to move over to that location. PC Vinyard was concerned with health issues considering that there are no facilities at the location. Overall feeling was that the tribal fishermen should be using their new in-lieu sites.</p>	
<p><u>PUBLIC COMMENT</u></p>		

<p><u>! Unauthorized dock / Fruit Processor</u></p>	<ul style="list-style-type: none"> • Rodger Ford recalled that several years ago prior PC had given permission for tribal fishermen to use the site. Exec.D Sherwood stated that three or four years ago the area had been considered for an in-lieu site, however, access through SDS and Dickey Farms property to Port property was not good so the Corps did not pursue the site as an in-lieu site for consideration. • Rodger asked the name of the fruit processing company. Gorge Delights is the name of the company. Discussion followed regarding the company, the proposed truck traffic and road improvements. 	
<p><u>ADJOURNMENT</u></p>		<p><i>PC Vinyard moved to adjourn at 6:00; seconded by PC Deo -- motion carried.</i></p>

Approved on: _____
 submitted _____
 (Date)

Respectfully

Vickie L. Drew, Administrative Assistant

 Dianne Sherwood, Executive Director

B. Marc Harvey, Chairman