

Agenda for Tuesday, November 06, 2001  
Klickitat County Port District  
1st Regular Monthly Meeting  
November 6, 2001 - 4:30 P.M. - PORT OFFICE

## AGENDA

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

COUNSEL'S REPORT

ADMINISTRATIVE MATTERS

Consent Agenda:

1. Minutes - October 16, 2001
2. Voucher - October 19, 2001
3. Check - October 19, 2001 - B. Pt. Project Acct.
4. Vouchers - October 31, 2001 - Payroll
5. Vouchers - November 6, 2001
6. Checks - November 6, 2001 - B. Pt. Project Acct.

Preliminary Budget Approval

Approval of Leases

- IMCO
- Mt. Home Biological

Representatives - MCEDD; Watershed Planning

EXECUTIVE DIRECTOR'S REPORT

BINGEN POINT:

Gorge Delights

Tribal In-lieu site - MALA Property

Mt. Home Biological - Rent Adjustment

DALLESPORT INDUSTRIAL PARK:

Wastewater Treatment Facility Update - Fill  
PUD Transformer - Dock/Parallel

#### MISCELLANEOUS

WPPA Annual Meeting - Dec. 12-14, Bellevue  
KC WA-CERT Priority Projects List

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

#### ADJOURNMENT

| <b>PORT OF KLICKITAT<br/>BOARD OF COMMISSIONERS MEETING MINUTES<br/>November 6, 2001<br/>REGULAR SESSION</b> |   |  |
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| <u>TOPIC</u>   | DISCUSSION/ASSESSMENT/FINDINGS  | ACTION/FOLLOW UP   |
| <b><u>ATTENDANCE:</u></b>  | <b>Commissioners/Staff Present:</b> Port Commissioners (PCs) B. Marc Harvey, Norm Deo and S. Wayne Vinyard; Port Counsel (Counsel) Teunis Wyers; Executive Director (Exec.D) Dianne Sherwood; and Administrative Assistant (AA) Vickie Drew<br><b>PC/Staff Absent:</b><br><b>Guests Present:</b> Rodger Ford (Lyle), Matt Riley (Riley Bros. Concrete); Mike Smith (Dallesport); and Tom Seifert (KC Res. Dev.)   |  |
| <b><u>PUBLIC COMMENT</u></b>   | Chair Harvey opened the public meeting at 4:32.<br>There was no public comment.   |  |
| <b><u>COUNSEL'S REPORT</u></b>   | Counsel reported that the Gorge Harbor Marina lease is still in process. Exec.D Sherwood, Byron Hanke and Counsel met with John Shafer and Jeff Wriston, Pacific Rock Products (Pac Rock) last week to continue work on the agreement for an aggregate facility. The sticking point at this time is a legal point, the issue of consequential damages. He is confident that this issue will be resolved and an agreement presented to the PC by the next PC meeting on November 20. |  |
| <b><u>ADMINISTRATIVE MATTERS</u></b><br><b>! Consent Agenda</b>  | Items approved: <ul style="list-style-type: none"> <li>• Minutes of October 16, 2001</li> <li>• Voucher #16720; \$28,239.74</li> <li>• Check #148; \$28,239.74</li> <li>• Vouchers #16721 - #16736; \$12,870.63</li> <li>• Vouchers #16737 - #16759; \$15,492.91</li> <li>• Checks #149 - 154; \$23,183.17</li> </ul> PC Vinyard noted a correction needed to the number of tons of spoils in Tom Seifert's public comment in the minutes of October 16 - two M's for million.      | <i>PC Vinyard moved to approve the Consent Agenda with the noted correction to the minutes; seconded by PC Deo – motion carried.</i>           |
| <b><u>! Vouchers, add't'l</u></b>  | Vouchers #16760-16762 were late additions submitted for payment of new accounts payable software, phone line installation charge for Bldg. 1C and employee health insurance.  | <i>PC Vinyard moved to approve vouchers #16760-16762 on the General Fund in the amount of \$3,736.84; seconded by PC Deo – motion carried.</i> |

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| <p><b><u>! Preliminary Budget Approval</u></b></p>   | <p>AA Drew highlighted the items on the preliminary budget that had changed since the PC's last review. The budget for a new maintenance truck was changed from \$15,000.00 to \$10,000.00 as recommended. Notification was received from Washington Public Ports Association (WPPA) of the dues amount for 2002, so the budget was changed from \$2,100.00 to \$2,178.00. Tax revenues may be affected by the outcome of tonight's election as I-747 would limit property tax increases to 1%. Discussion followed. A public hearing to adopt the 2002 budget will be held at the next meeting on November 20.</p>  | <p><i>PC Vinyard moved to approve the 2002 Preliminary Budget as presented; seconded by PC Deo – motion carried.</i></p>  |
| <p><b><u>! Approval of Leases</u></b></p>  | <p>Exec.D Sherwood explained that motions for approval of the IMCO and Mountain Home Biological leases had been simply overlooked at the PC meeting of October 2. Discussion was sidetracked by the letter from L&amp;I regarding alleged violations by IMCO.</p>  | <p><i>PC Deo moved to approve the IMCO lease; seconded by PC Vinyard – motion carried. PC Vinyard moved to approve the Mountain Home Biological lease; seconded by PC Deo – motion carried.</i></p> |
| <p><b><u>! Cash Balances Memo</u></b></p>  | <p>AA Drew discussed the cash balances memo noting that the Port has received the KC Grant of \$129,521.00 for infrastructure engineering at the Dallesport Industrial Park (DIP). \$111,000.00 of that grant will be transferred to an investment account which brings the total of reserved funds to \$179,204.00. Total liquid funds is at \$427,358.98. The State Pool Investment account has a balance of \$424,716.00. At this time last year the balance in that account was \$204,200.00.</p>  |   |
| <p><b><u>! Representatives - MCEDD; Watershed Planning</u></b></p>   | <p>Exec.D Sherwood reported that the Mid-Columbia Economic Development District (MCEDD) has an open board position. She asked if the PC had any suggestions for a representative. PC Harvey suggested Jim Riley. There is also a request for one of the PC to serve on a Watershed Planning Board. PC Harvey offered to serve on the Watershed Planning Board, with Exec.D Sherwood as back-up.</p>  |   |
| <p><b><u>! EXECUTIVE DIRECTOR'S REPORT</u></b><br/> <b><u>*BINGEN POINT*</u></b><br/> <b><u>! Gorge Delights</u></b></p> | <p>Exec.D Sherwood reported that Gorge Delights has determined that perhaps they need to construct a 33,000 square-foot building rather than a 22,000 square-foot building as originally planned. A soils engineer is scheduled to be here tomorrow to do a soils analysis on Parcel #13. He will initially do a visual analysis and will go ahead with digging holes and testing the soil if the visual analysis is favorable. KC Res. Dev. has indicated they have funds available to cover the cost of the soil analysis.</p> <p>Tom Seifert was present to discuss the float loan for Gorge Delights that has been approved by the Klickitat County Board of Commissioners (KC BOC). He elaborated that KC Res. Dev. has approximately \$15,000.00 available to assist with the soils analysis, survey, and title search for this project.</p> | <p><i>PC Harvey moved to give Exec.D Sherwood authority to determine whether to proceed with the engineering soils analysis on Parcel #13; seconded by PC Vinyard – motion carried.</i></p>         |

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| <p><b><u>! Tribal In-lieu site - MALA Property</u></b></p>  | <p>Exec.D Sherwood reported that the Corp. of Engineers is looking at the Mount Adams Loggers' Association (MALA) property as a tribal in-lieu site. She discussed the incompatibility of the site with the Port's Master Plan and noting its close proximity to three other in-lieu sites. Counsel asked if anyone was monitoring the amount of use at the existing in-lieu sites. It was stated that it doesn't matter how much use there is at any in-lieu site; what matters is that the government must provide the number of sites agreed upon by treaty. The Port has a "first right of refusal" to purchase the property if indeed the Corp makes an offer to MALA. PC Vinyard suggested consulting with the KC BOC to explore options for a back-up plan to purchase the property. Tom Seifert stated that the KC BOC is adamantly opposed to an in-lieu site within the Port's industrial park at Bingen Point. There are only a couple properties within the county where light industrial job creation can occur and this is a key area. Exec.D Sherwood will contact KC regarding this issue.</p> |   |
| <p><b><u>! Mt. Home Biological - Rent Adjustment</u></b></p>  | <p>Exec.D Sherwood reported that due to the lengthy delays in getting permits for improvements to Bldg. 1C, she recommends a 30-day rental credit be given to Mountain Home Biological.</p>  | <p><i>PC consensus to approve a 30 day credit to Mountain Home Biological.</i></p>  |
| <p><b><u>! Dock/Ramp Bid Opening</u></b></p>  | <p>Exec.D Sherwood discussed the bid opening that took place at 1:15 this afternoon for the Bingen Point Dock/Ramp project. The apparent low bidder is Betz Construction of Hood River, OR with a bid of \$203,885.00. The engineers estimate was \$209,025.00. In order to meet the in-water window, she asked for authority to award the bid to the lowest, most responsible and responsive bidder based upon the Port Engineer's written recommendation. She requested the authority to award the contract to the low bidder provided that the engineer deems it appropriate that we proceed.</p>   | <p><i>PC Deo moved to authorize the Exec.D to award the Bingen Point Dock/Ramp Project bid to the lowest, most responsible and responsive bidder. The Exec.D's authority to award the bid and award the contract shall be based upon the Port's engineer's formal, written recommendation; seconded by PC Vinyard – motion carried.</i></p> |
| <p><b><u>*DALLESPORT INDUSTRIAL PARK*</u></b><br/> <b><u>! Wastewater Treatment Facility (WWTF) Update - Fill</u></b></p> | <p>Work is proceeding very well on the WWTF. The material removed from the facility site (Parcel #9) is being stockpiled on lots #24-26 for future development use. Fowler Construction is constructing the collection system and may have blasted materials that could be stockpiled on Port property as well. A grading plan may be necessary during planning for the infrastructure improvements which the Port wants to make. This plan will address storm water and impacts from water draining through a culvert from or onto the Eiesland property on the other side of Hwy 197. It was suggested to add additional engineering funds to the preliminary budget.</p>  |   |
| <p><b><u>! PUD Transformer - Dock/Parallel</u></b></p>  | <p>The PUD will be placing a transformer within the existing easement near the intersection of Dock Road and Parallel Ave. to service the new WWTF. The utilities will be placed underground.</p>  |   |
| <p><b><u>MISCELLANEOUS</u></b><br/> <b><u>! WPPA Annual Meeting - Dec. 12-14, Bellevue</u></b></p>                        | <p>Exec.D Sherwood asked if any of the PC were able to attend the WPPA Annual Meeting. PC Deo will check his schedule.</p>   |   |

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| <p><b><u>! KC WA-CERT Priority Projects List</u></b></p> | <p>Exec.D Sherwood discussed the Washington Community Economic Revitalization Team (WA-CERT) list that was included in tonight's packet. DIP infrastructure improvements was #2 on the list with other Port projects listed numbers 5 through 8.</p>  |  |
| <p><b><u>! PC Deo</u></b></p>                            | <p>PC Deo wished to explain to Rodger Ford that his newspaper letter to the editor in support for PC Harvey was in no way meant to be a negative vote towards him. He simply felt PC Harvey has done a good job and that the Port would benefit if he stayed on. PC Deo stated he was confident that Mr. Ford would make a good Port Commissioner if he should win the election.</p>  |  |
| <p><b><u>PUBLIC COMMENT</u></b></p>                      |   |  |
| <p><b><u>! Tom Seifert</u></b></p>                       | <p>Tom and Dana Peck met at Mercer Ranch with a county-wide wine grower/vintner group. 25% of WA ST wine production is between Paterson and Alderdale. One of the topics that came up was simple warehousing. Areas where this could happen would be Alderdale, Roosevelt, Dallesport and Bingen, with Dallesport making the most sense for most distributors.<br/>November 28 will be the next Klickitat County Economic Development Association (KC EDA) board meeting. Tom is hopeful that part of the agenda will include setting aside landfill dollars for economic development and strategic funding. Additionally, the topic of public funding of a purchase to keep an in-lieu site out of the Bingen Point Industrial Park is sure to be discussed.</p> |  |
| <p><b><u>ADJOURNMENT</u></b></p>                         |   | <p><i>PC Vinyard moved to adjourn at 5:52; seconded by PC Deo- motion carried.</i></p> |

Approved on: \_\_\_\_\_  
 submitted \_\_\_\_\_  
 (Date)

Respectfully

Vickie L. Drew, Administrative Assistant

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 Dianne Sherwood, Executive Director

B. Marc Harvey, Chairman