

	<b>PORT OF KLINKITAT</b> <b>BOARD OF COMMISSIONERS MEETING MINUTES</b> <b>August 21, 2007</b> <b>REGULAR SESSION</b>	
<b>TOPIC</b>	<b>DISCUSSION/ASSESSMENT/FINDINGS</b>	<b>ACTION/FOLLOW UP</b>
<b><u>ATTENDANCE</u></b>	<b>Commissioners/Staff Present:</b> Port Commissioners (PCs) Norm Deo, Rodger Ford & Wayne Vinyard; Director Marketing/Public Affairs, (DM/PA) James Donnelly; and Administrative Assistant/Bookkeeper, (AA/B) Margie Ziegler; and Port CPA Consultant George Fox. <b>PC/Staff Absent:</b> Port Counsel Teunis Wyers excused. <b>Guests Present:</b> Matt Riley, (Rapid Ready Mix Inc); Mike Canon, (KC Economic Development) and Miland Walling, (CERB Board).	Meeting called to order at 4:00 pm
<b><u>EXECUTIVE SESSION</u></b> <b><u>Personnel -One-half Hour</u></b>	The public meeting was opened at 4:00pm. An executive session on personnel started at 4:02pm and was expected to last one-half hour. <b>Those present: PC Ford, PC Vinyard, PC Deo, (DM/PA) James Donnelly and Port CPA Consultant George Fox.</b> Executive session adjourned at 4:29pm.	
<b><u>ANNOUNCEMENT</u></b>	The regular meeting resumed at 4:30pm and PC Ford announced that (Exec.D) Sherwood has left the position of Director of the Port of Klickitat. He read the press release announcement.	
<b><u>PUBLIC HEARING</u></b> <b><u>Water Rates Increase</u></b>	PC Ford opened the Public Hearing for water rates at 4:34pm. There was no public comments. PC Ford closed the Public Hearing at 4:35pm.	
<b><u>COUNSEL'S REPORT</u></b>	(DM/PA) Donnelly reported that Verizon has the updated lease and the Port is waiting for their review.	
<b><u>Administrative Matters</u></b>  <b><u>Consent Agenda</u></b>	Items approved: Minutes of August 7, 2007 Vouchers - August 15, 2007 Vouchers - August 21, 2007  PC Deo requested a correction to the minutes under Aggregate Operator page 3. " PC Deo expressed that the Port should remain in control of the material until a satisfactory solution is reached between the two operators because Jim Riley has not been given a response to his request for an extension to his interim agreement to 10/31/07. Correction: "Wyers asked for an estimate of rock" not time.  (AA/B) Margie Ziegler presented the vouchers. She stated the check to WGEP was the annual property, liability and auto insurance.	PC Deo M, PC Vinyard S a motion to approve the Consent Agenda with corrections to minutes, MP
<b><u>ADMINISTRATIVE MATTERS continued</u></b>  <b><u>Esteban Sanchez</u></b> <b><u>Performance Review and</u></b> <b><u>Salary Adjustment</u></b>  <b><u>Financial Report</u></b> <b><u>July 2007</u></b>  <b><u>Fire Hydrant</u></b>	(AA/B) Ziegler said former (Exec.D) Sherwood completed a six-month employment evaluation for Esteban Sanchez and recommends to the PC that he be made permanent fulltime status and be given a wage increased to \$15.60 per hour on September 5, 2007. PC Ford encouraged Esteban to take advantage of training opportunities.  Port CPA Consultant George Fox reviewed the KC Treasurers report, checks and cash balances for the month of July, 2007, and said everything is in order. PC Ford wanted clarification regarding Riley royalties and rail spur use. PC Vinyard had questions regarding the amount budgeted for wharfage. (AA/B) Ziegler said that she will be moving \$200,000 into a '06 Bond Fund repayment account and an additional \$50,000 after receiving the Oct 2007 tax collections per George Fox's recommendation.  (AA/B) Ziegler brought to the attention of the PC that the water resolution also need to have language regarding hydrant use by contractors. PC Ford said the Port needs to take into consideration what other agencies are using. (DM/PA) Donnelly said that he asked the people at the last Dallesport Community Council to be on the look out for any fire hydrant use at DIP. The Dallesport Fire Department will report water used. (DM/PA)	<i>PC Vinyard M, PC Deo S, a motion to accept former (Exec.D) Sherwood's recommendation to make Esteban Sanchez a fulltime permanent employee and increase hourly wage to \$15.60 per hour on September 5, 2007.</i>

<p><b><u>Executive Director's Report Bingen Point</u></b></p> <p><b><u>Bldg 1E Update:</u></b></p> <p><b><u>Irrigation Pump &amp; Systems</u></b></p> <p><b><u>Dallesport Industrial Park* (DIP)</u></b></p> <p><b><u>Aggregate Operator RFP Determination</u></b></p> <p><b><u>Mile Stone Nursery</u></b></p> <p><b><u>Dallesport Industrial Park* (DIP) Continued</u></b></p> <p><b><u>DIP Hydrant</u></b></p>	<p>Donnelly said it is very important for the Port to account for all water pumped and used because of the new DOH Water Efficiency Law. (DM/PA) Donnelly said staff will investigate rates further and determine an equitable rate and include it in the water rate resolution.</p> <p>(DM/PA) Donnelly reported that the vapor barrier has been repaired and the valve boxes have been lowered. (AA/B) Ziegler said (Maint. Asst) Sanchez reported that the gutter down spouts still have not been repaired.</p> <p>(AA/B) Ziegler reported that Bryant Pipe has installed the new irrigation pumps and filtration system. HR Irrigation has suggested that Building 1A, 1B and 1D's irrigation system of pop up sprinklers be converted to drip irrigation for efficiency. The quote for the conversion is \$8,250.00. (AA/B) Ziegler said (Maint. Asst) Sanchez reported that the conversion can be done by the Port's maintenance during the winter months. (Maint. Asst) Sanchez has suggested a pump house be constructed to protect the new pump.</p> <p>PC Deo said the if the Port does not have a signed agreement from the James Dean Construction by August 31, 2007, and the Dean's and Riley's do not work out the issue of rock still on the property, then he feels the Port is going to have to step in and make an addendum to Dean's agreement to allow the Riley's 60 to 90 days to move materials that they have stockpiled. PC Vinyard would prefer the Port have a signed lease from Dean effective September 1, 2007 and let Dean work it out with Riley's. PC Deo wants to know that Dean's and Riley's have worked it out regarding stockpiled material before the Port signs off on Dean's lease. (DM/PA) Donnelly asked Matt Riley questions for clarification: 1) Have Riley's offered to sell the scales to Dean? Matt said he did not offer to sell them to Dean, but Deans had inquired if they are for sale. The scales are portable and Riley plans to take them once they have weighed and removed the stockpiled material that they need. 2) Have Riley's offered to sell the stockpiled material in the pit to Dean's? Matt said they offered to sell to Dean's the screening and crushing equipment as well as the 1 1/2 and 5/8 material. Matt said Dean's would get back to him but they have not.</p> <p>Matt Riley does not want to occupy the pit and be in violation of the agreement if he is on the property after August 31, 2007. PC Ford wants (DM/PA) Donnelly to express to the Dean's the dilemma the Port faces and that if a lease is not signed and negotiations are going to continue on, then Riley's interim agreement will be extended at lease until the end of September, 2007.</p> <p>(DM/PA) Donnelly reported that Miles Stone Nursery in Lyle would like to lease month-to-month one half acre of Lot 42 for a bark dust and top soil distribution area. PC Vinyard asked how many jobs would be created by this business, and (DM/PA) said that only the owner/operator would be employed initially with the potential for more jobs to be created down the road. PC Vinyard stated that 1 job was not meeting the employment goals set by the PC, so we should make sure Miles Stone is aware that we may need to move them for a more labor-intensive operation in the future.</p> <p>(AA/B) Ziegler reported that (Fac. &amp; Maint. Opp) Charters received bids for adding an additional hydrant at DIP. He spoke with the Dallesport Fire Department and they recommended the location of Parallel Ave. and Berry Dr. This location is a safer distance from the Amerigas lot.</p>	<p><i>By consensus, the PC directs the Port Maintenance crew to construct a building to protect the new irrigation pump and to convert the irrigation to drip system during the off season.</i></p> <p><i>By consensus, the PC agrees to authorize (DM/PA) Donnelly to extend the interim agreement to Riley if James Dean has not signed the lease by 8/31/07.</i></p> <p><i>By consensus, the PC agrees to have Port Maint. purchase and install a hydrant at Parallel Ave. and Berry Dr.</i></p>
--	--	---

<b><u>MARKETING REPORT</u></b>	(DM/PA) Donnelly reported that he has contacted Signs and Designs to do a mock up for placing additional signs at DIP. The new sign would advertise properties that are available.	
<b><u>MISCELLANEOUS</u></b>	PC Ford: No MCEDD meeting. PC Deo: Next Airport meeting will be August 24. PC Vinyard: Next EDA meeting will be September 13.	
<b><u>Committee Update:</u></b>		
<b><u>Public Comment</u></b>	Mike Cannon, KC EDA, invited everyone to come to the Klickitat County Fair and visit their booth. They will have the Port brochures on display as well as other Port tenants.  Miland Walling, CERB Board, said new staff from Senator Cantwell's and Murray's offices are scheduling a meeting on September 11, 2007 in Klickitat County. The location has not yet been determined but Walling encourages someone from the Port to attend and share ideas and meet the new staff .	
<b><u>ADJOURNMENT</u></b>	The public meeting was adjourned at 6:00pm.	

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

\_\_\_\_\_

\_\_\_\_\_  
Margie Ziegler, Administrative Assistant

\_\_\_\_\_  
Rodger Ford, Chairman