

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES December 18, 2007 REGULAR SESSION		
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE</u>	Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford, & Wayne Vinyard; Executive Director (Exec.D) Marc Thornsbury; Deputy Director (DepDir) James Donnelly; and Administrative Assistant/Bookkeeper, (AA/B) Margie Ziegler, Facilities/Maintenance Operator, (Fac/Maint) Bryan Charters and Port Consultant Byron Hanke. PC/Staff Absent: Port Counsel Teunis Wyers was excused. Guests Present: Jerry Neils, Matt Riley, (Rapid Ready Mix Inc), Brad Roberts, (Rivermile 172 LLC), and Steve Tessmer (Gorge Harbor Marina).	Meeting called to order at 4:30 PM
<u>COUNSEL'S REPORT</u>		
<u>Administrative Matters</u> <u>Consent Agenda</u>	Items approved: Minutes of December 4, 2007 PC Minutes Vouchers - December 14, 2007, #21849-21854, \$5,763.24 Vouchers - December 18, 2007, #21855-21875, \$10,645.25 Minutes: add (Exec.D) Marc Thornsbury's name to attendance and correct spelling of expectations.	PC Vinyard M, PC Deo S a motion to approve the Consent Agenda with correction to the minutes. MP
<u>Uncollected Debt- American Rivers Cruise Lines</u>	(AA/B) Ziegler explained the uncollected debt from American Rivers Cruise Lines for the Columbia Queen docking Oct-Nov 2005. (AA/B) Ziegler said the St Auditor suggested the PC write off the uncollected debt. (AA/B) Ziegler said the Columbia Queen is owned by Majestic America Line. Discussion followed.	By consensus, the PC suggested contacting the new owner of the Columbia Queen and inform them of the unpaid balance.
<u>Resolution 10-2007 Approval and Acceptance of Building 1E</u>	(AA/B) Ziegler said Resolution 10-2007 was on former (Exec.D) Sherwood list to get completed before the end of 2007. (AA/B) Ziegler said the resolution has been reviewed by Port CPA George Fox.	PC Deo M, PC Vinyard S a motion to approve Resolution 10-2007 Approval and Acceptance of Building 1E. MP
<u>Executive Director's Report Bingen Point</u> <u>Geotechnical Evaluation Recommendation</u>	(Exec.D) Thornsbury said that Ben Beseda, Tenneson Engineering, has made a recommendation that a geotechnical evaluation be made on Parcels #9 through #27 and new streets and underground utilities due to the inorganic materials that were found on the Rivermile 172 property. Earth Engineers, Inc. submitted a proposal to do the preliminary evaluation for \$24,990.00. (Exec.D.) Thornsbury asked the PC if they wanted to do the preliminary evaluation or wait for a full evaluation. PC Ford said there maybe some geotechnical information on file from the Gorge Delights project. PC Deo said that the material that was brought to Rivermile 172 was from a location in Bingen and that he is not aware of dumping on other lots at BPT. PC Deo has concerns of doing geotechnical now and recommends doing the work when the Port is ready to proceed on a project.	By consensus, the PC agreed to not do a geotechnical evaluation at this time.
<u>Executive Director's Report Bingen Point - continued</u> <u>Grading and Infrastructure Plan</u>	(DepDir) Donnelly said by adopting the grading and infrastructure plan it gives the port a starting point and something to follow for development. (DepDir) Donnelly said that plan can always be updated and changed. PC Ford said that Rivermile 172's name needs to replace Mt Adams Loggers Assn on the maps.	PC Deo M, PC Vinyard S a motion to adopt the grading and infrastructure plan. MP
<u>Insitu Outside Storage</u>	(Exec.D) Thornsbury said Insitu has responded back to say that they would like to do an addendum to their lease for Building 1E for outside storage and that the addendum was forwarded to Port Counsel Wyers.	
<u>SBDC Wastewater Line Repair</u>	(Exec.D) Thornsbury said the wastewater line for Building 1A is becoming a problem. (Fac/Maint) Charters said the wastewater line was cameraed by the City of Bingen and it was discovered that there is 3" of standing water in the line and the line is backing up. PC Deo said the repair should be made when the ground conditions are better. PC Deo said the Port's backhoe is in Portland and it will be delivered after a thorough service is completed.	

<p><u>Executive Director's Report Dallesport Industrial Park</u></p> <p><u>101 Parallel Building Roof</u></p>	<p>(Exec.D) Thornsby said he has been discussing skylights with Randy at DSP. (Exec.D) Thornsby talked about the cost of the skylights. After discussion (Exec.D) Thornsby said two bids will be prepared one with 50% of the skylights removed and another bid will be prepared for 100% replacement of all skylights. (Exec.D) Thornsby said he is planning a walkthrough of the building with (Fac/Maint) Charters to make sure the building is in good shape to show to a possible tenant. The steel plate has been ordered to repair the loading dock and an outside light fixture needs to be replace.</p>	
<p><u>Southside Enterprises Termination of Lease</u></p>	<p>(Exec.D) Thornsby said Southside Enterprises gave a letter December 13, 2007 to the Port, asking that their lease be terminated and requesting a waiver of the notice period. (Exec.D) Thornsby said Bruce Schmidt said he would be out by December 31, 2007. Discussion followed regarding Gabbster and the responsibility to return the property in the condition it was when the lease started is Bruce Schmidt's. The condition of the fence and the remaining rail cars were discussed. (AA/B) Ziegler said Southside's has a water bill of \$150.98, and the lease balance as of January 13, 2008 of \$4,415.87. (AA/B) Ziegler said the security deposit paid by Southside is \$677.00.</p>	<p>By consensus, the PC agreed to waive the notice period if Southside vacates the property and the property is returned to the original condition and the final bill is paid in full.</p>
<p><u>DIP Water System Source Meter</u></p> <p><u>MISCELLANEOUS</u></p> <p><u>Committee Update:</u></p> <p><u>Public Comment</u></p> <p><u>ADJOURNMENT</u></p>	<p>(Exec.D) Thornsby said in an effort to improve water loss at the DIP water system it was discovered that the stand pipe service prior to the source meter is in the wrong location. (Fac/Maint) Charters explained the repairs that need to take place in order for the source meter to have accurate reading of gallons pumped and not be affected by the standpipe water use.</p> <p>PC Ford: There will be a MCEEDD meeting on 12/19/07.</p> <p>PC Deo: At the Airport meeting they are still having discussions of moving forward with the golf course.</p> <p>PC Vinyard: nothing</p> <p>(Exec.D) Thornsby said that Insitu is interested in a potential campus at Bingen Point.</p> <p>The next PC meeting will be January 15, 2008 and only one meeting for the month of January.</p> <p>Brad Roberts, Rivermile 172, agrees that the Rivermile 172 property may have more inorganic materials than other Port properties. Roberts said the study that was done in July of 2007 was to identify the boundaries of rock on the property.</p> <p>Jerry Neils, White Salmon resident, asked the PC to consider dropping property taxes for the Port of Klickitat and encouraged the Port to live within it means and to pay down debt. PC members shared the infrastructure improvements that the Port has made over the years with the tax dollars collected and how many buildings have been built and how many jobs have been created both at Dallesport and Bingen Point. The IDD tax was also explained and how that money will be used to pay down the bonds for Building 1E and that those funds are dedicated to industrial development. The PC thanked Neils for his comments and told him that a copy of the Port history will be mailed to him.</p> <p>Steve Tessmer, Gorge Harbor Marina, introduced himself to Marc Thornsby.</p> <p>PC Ford adjourned the meeting at 5:28pm.</p>	<p><i>By consensus, the PC agreed to have (Fac/Maint) Charters to relocate the stand pipe connection.</i></p>

Approved on: _____

(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsby, Executive Director

Rodger Ford, Chairman