

PORT OF KLICKITAT
BOARD OF COMMISSIONERS MEETING MINUTES
FEBRUARY 19, 2008
REGULAR SESSION

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) PC Norm Deo, Rodger Ford & Wayne Vinyard; Executive Director (Exec.D) Marc Thornsburg; Deputy Director (DepDir) James Donnelly; and Port Counsel Teunis Wyers; Administrative Assistant/Bookkeeper, (AA/B) Margie Ziegler; and (Fac/Maint) Bryan Charters, Port Consultant, Byron Hanke and Port CPA George Fox. PC/Staff Absent: none. Guests Present: Matt Riley (Rapid Ready Mix Inc), Brad Roberts (Rivermile 172 LLC), Jeff Dean (James Dean Construction), Tim Lapsley (Nutter Corporation), and Terry Beckwith (Underwood Fruit).	Meeting called to order at 4:00pm.
Executive Session Future Aggregate Exports	PC Vinyard called for an executive session to discuss future aggregate exports. PC Vinyard said the executive session was expected to last one half hour. An executive session started at 4:02pm. Those present: Port Commissioners (PCs) Norm Deo, Rodger Ford & Wayne Vinyard; Executive Director (Exec.D) Marc Thornsburg; Deputy Director (DepDir) James Donnelly; Port Counsel Teunis Wyers; Port Consultant Byron Hanke and Port CPA George Fox. PC Vinyard adjourned the executive session at 4:30pm. PC Vinyard opened the regular PC meeting at 4:31pm.	
Counsel's Report	Port Counsel Wyers stated he has completed the DSP hold harmless agreement for the roof project of 101 Parallel Building. The Underwood Fruit lease was discussed and Port CPA Fox recommended they contact the Port of Olympia. PC Deo asked for the status of the conditional use permit (CUP) for Amerigas. (Exec.D) Thornsburg said he has been in contact with Amerigas, and no CUP has been completed. PC Ford stated that the CUP was a precondition of the lease. PC Deo suggested sending a notice of default to Amerigas. Wyers agreed that a default notice should be sent.	
Administrative Matters Consent Agenda	Items approved: Minutes ó February 5, 2008 Payroll Vouchers ó February 15, 2008 #21982-21987 \$6,776.54 Vouchers ó February 19, 2008 #21988-22006 \$8,649.15	PC Deo M, PC Ford S a motion to approve the Consent Agenda. MP.

Resolution 5-2008 Public Records Policy	(Exec.D) Thornsby said Resolution 5-2008 sets a policy for public records requests. Port Counsel Wyers stated that it is important to have a policy in place to protect the Port.	PC Ford M, PC Deo S a motion to approve Resolution 5-2008, Public Records Policy. MP.
Executive Director's Report Bingen Point Infrastructure and Grading Plan	Donnelly said a the quote has not been received from Tenneson Engineering at this time and will be presented at PC Meeting in the future.	
Executive Director's Report Dallesport Industrial Park Barge Dock Parcel Lease	(Exec.D) Thornsby introduced Tim Lapsley from Nutter and Jeff Dean from James Dean Construction. Discussion followed regarding a rock stockpile location. Jeff Dean explained what preparation will need to be completed before rock can be stockpiled. Conveyors were discussed. Port CPA Fox said the stockpile area will be a multi-use area for rock stockpiling. Fox said a day use rate will need to be determined and charged. Thornsby said he will terminate the lease with Dallesport Log Yard (DLY) for the Southeast corner of Parcel 45. Thornsby will notify DLY. Improvements to Parcel 46 were discussed.	By consensus the PC agreed to terminate the lease on the Southeast Corner of Parcel 45 with Dallesport Log Yard. PC Vinyard abstained from voting.
Underwood Fruit Utility Move	(DepDir) Jim Donnelly introduced Terry Beckwith from Underwood Fruit. Beckwith presented a draft of the proposed building and answered questions. Beckwith explained the traffic flow. Donnelly talked about his meetings with the Klickitat County PUD and power needs. The ground lease was discussed.	
Columbia Phyto Technology LLC	(DepDir) James Donnelly presented the lease for Columbia PhytoTechnology LLC for a portion of the 101 Parallel Building.	By consensus, the PC agreed to have staff enter into a lease with Columbia PhytoTechnology LLC for a portion of the 101 Parallel Building.

<p>Miscellaneous</p> <p>Committee Updates</p>	<p>PC Ford: Nothing</p> <p>PC Deo: Airport meeting cancelled on 2-15-08.</p> <p>PC Vinyard: EDA meeting was attended by (Exec.D) Thornsbury and PC Vinyard.</p> <p>(Exec.D) Thornsbury attended the PNWA meeting in Portland.</p> <p>(Fac/Maint) Bryan Charters said the repairs are being made to the DIP source meter connection.</p> <p>Port Consultant Hanke extended condolences on behalf of the Port to Matt Riley for the loss of the Jim Riley.</p>	
<p>Public Comment</p>	<p>Brad Roberts (Rivermile 172) thanked the Port maintenance staff for alerting him to the broken water line on his property.</p>	
<p>Adjournment</p>	<p>PC Vinyard adjourned the meeting at 6:06pm.</p>	

Approved on _____
(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsbury, Executive Director

S. Wayne Vinyard, President