

PORT OF KLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES February 17, 2009 REGULAR MEETING		
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	
Attendance	<p>Commissioner/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby; Business Development Manager (BDM) Robert Fishback and Administrative Assistant/Bookkeeper (AA/B) Margie Ziegler.</p> <p>PC/Staff Absent: none. Guests Present: Don McDermott, Dallesport Community Council.</p>	Meeting called to order at 4:34 pm.
Executive Session – Personnel – Potential Litigation	<p>PC Deo adjourned the regular meeting at 4:35pm and called an executive session at 4:36pm to discuss potential litigation with the Port’s special legal council present via teleconference pursuant to RCW 42.30.110 Section 1I. PC Deo said the executive session is expected to last 30 minutes. PC Deo adjourned the executive session at 5:02pm and opened the regular meeting at 5:05pm. No action was taken. Those present: Port Commissioners (PCs) Norm Deo, Rodger Ford, Wayne Vinyard, (Exec.D) Thornsby and Bob Goodstein via teleconference.</p>	
Administrative Matters Consent Agenda	<p>Minutes – February 3, 2009</p> <p>Payroll Vouchers – February 13, 2009, #22754-22762, \$9,714.71.</p> <p>Vouchers – February 17, 2009, #22763-22780, \$3,796.70.</p>	PC Ford M, to approve the consent agenda. PC Vinyard S. MP
PC Salary	<p>(Exec.D) Thornsby said that the Port Financial Consultant George Fox discovered that PC salary was paid incorrectly. Thornsby said all salary payments to PC have stopped and legal advice has been sought. Thornsby asked the PC for authorization to report the error to the State Auditor’s Office and request the best solution to resolve the error.</p>	PC Ford M, to direct (Exec.D) Thornsby to report the PC salary compensation error to the State Auditor’s Office, PC Vinyard S. MP

<p>Executive Director's Report: Bldg. 1D Interior Lighting</p>	<p>(Exec.D) Thornsbery said the test capacitors have been installed and the lights work great. Thornsbery said 50 capacitors will be ordered at about \$55.00 each to complete the project.</p>	
<p>Comprehensive Plan</p>	<p>(Exec.D) Thornsbery asked the PC for any comments. No comments.</p>	
<p>Water Reservoir</p>	<p>(Exec.D) Thornsbery said the DIP reservoir was inspected 5 to 6 years ago and there were some exterior problems on the roof and seams. Thornsbery would like to go out for bid to repaint the reservoir before the Verizon antennas are installed.</p>	<p>By consensus, the PC directed (Exec.D) Thornsbery to send out a bid for painting the water reservoir.</p>
<p>Bingen Lake Pumps</p>	<p>(Exec.D) Thornsbery said there are issues with the lake pumps. PC Deo gave a history on the lake pumps. Thornsbery has been working with the Port Maintenance Staff to monitor the lake. PC Deo did work on the pumps and set it up so that the pumps would come on automatically with floats and a overflow to the south to prevent flooding of the pumps. PC Deo said funding was an issue in the past so work on the pumps was kept to a minimum. PC Deo said the suction lines need to be kept clean. PC Deo said he would spend time with Port Maintenance to find out what needs to be done to improve pump operations.</p> <p>(Exec.D) Thornsbery said the Port maintains the lake one foot lower than the elevation of the buffer zone which means the lake does not need to be re-delineated. Thornsbery said the elevation of the buffer zone is at 75 feet and the current lake level is 73.5 feet.</p> <p>(Exec.D) Thornsbery said Marty Hudson, KC Weed Control, will be doing a weed assessment at BPT on February 20, 2009.</p>	

<p>Executive Director's Report continued . . .</p> <p>Bingen Lake Pumps continued . . .</p>	<p>(Exec.D) Thornsby said the JARPA will go before Klickitat County on March 16, 2009, and stated if the Port wants to submit a statement to Ecology regarding the lake history, it will need to be done quickly.</p>	
<p>Verizon Cell Site</p>	<p>(Exec.D) Thornsby said PC Ford met with Rod Michaelis, Verizon, and walked the proposed site. Thornsby said that Michaelis informed him that Verizon has gone back to a microwave link, and the easement on Bergland will not be used, but Verizon still wants to have the easement. The fenced area was also discussed. Thornsby said Verizon is proposing installing a two foot dish mounted to the tank or to a pole within the fenced area. The PC wants to insure that the dish and antennas are installed correctly.</p>	<p>By consensus, the PC agreed to not grant an easement along Bergland Rd if microwave is being used and the easement will not be used at this time.</p>
<p>Manlift</p>	<p>(Exec.D) Thornsby presented information regarding a used manlift. PC Deo said he did not see any good used manlifts at the last auction he attended. PC Deo said the price on the quote is good and so is the delivery charge.</p>	<p>By consensus, the PC authorized the purchase of a manlift.</p>
<p>Port Attorney</p>	<p>(Exec.D) Thornsby gave a summary of the proposed Port Attorneys Bill Eling and Ken Rice. Discussion followed.</p>	<p>PC Ford M, to direct (Exec.D) Thornsby to negotiate a legal services contract with Attorney Bill Eling, PC Vinyard S. MP</p>
<p>Port Financial Consultant</p>	<p>(Exec.D) Thornsby presented three names of possible Port Financial Consultants. PC Deo also wanted to see qualifications from a CPA in Goldendale. (Exec.D) Thornsby said he will request qualifications and present them at the March 3rd PC Meeting.</p>	

<p>Miscellaneous</p>	<p>Deo: Will have an Airport meeting Feb 20th.</p> <p>Ford: Said he was asked to be on a special board for MCCED.</p> <p>Vinyard: Reported Dallesport was asking the EDA for funds for their water system.</p> <p>(Exec.D) Thornsby said he does not have an update from Tenneson Engineering regarding the Water Master Plan.</p> <p>(Exec.D) Thornsby said that (BDM) Fishback and (AA/B) Ziegler have been working on putting together a list of fixed assets.</p> <p>(Exec.D) Thornsby said that (BDM) Fishback has been consolidating the information on the CCR's.</p> <p>(Exec.D) Thornsby said he went to the Tri-Cities and met with representatives from Senator Doc Hastings' office and Senator Maria Cantwell's office to discuss the Ports projects and asked for letters of support. Thornsby met with Bob Sandoval from CTED and brought him up-to-date on Port projects.</p> <p>Thornsby said he will go to Yakima to the US Dept of Agriculture to discuss the loan program. Thornsby said he will be going to the Dept of Ecology to discus Bingen Lake. Thornsby will also meet with a representative from Senator Murray's office to ask for a letter of support.</p>	
-----------------------------	---	--

<p>Public Comment</p>	<p>Don McDermott, Dallesport Community Council, asked for an update of activity at DIP so that he can share with the community council. Thornsbery said design is happening for a proposed spec building on Parcel #24, the 101 Bldg has been re-roofed, and James Dean Construction was awarded a contract in The Dalles to crush concrete and provide rock. McDermott said he has a client that is looking for a 30,000 sq. ft. building and he will put them in contact with the Port. The PC let McDermott know that the Port is preparing for possible projects if stimulus money comes available.</p> <p>Don McDermott stressed the importance of the Port’s website and indicated that studies show 80% of buyers are using the internet. McDermott said PC Ford’s profile needs to be updated on the website.</p>	
<p>Adjournment</p>	<p>PC Deo adjourned the PC Meeting at 6:49pm</p>	

Approved on _____
(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsbery, Executive Director

Norman Deo, President