

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) Norm Deo and Rodger Ford; Executive Director (Exec.D) Marc Thornsby; and Administrative Assistant/Bookkeeper (AA/B) Margie Ziegler. <b>PC/Staff Absent:</b> PC Wayne Vinyard. <b>Guests Present:</b> Jeri Fisch, Insitu Facilities; Lee Ast, Current Commercial; and Brad Roberts, Rivermile 172.	Meeting called to order at 4:35 pm.
<b>Administrative Matters</b> Consent Agenda	Minutes – April 21, 2009 Payroll Vouchers – April 30, 2009, #22912-22933, \$41,024.08. Vouchers – May 12, 2009, #22934 \$557.02 Payroll Vouchers – May 15, 2009, #22935-22943, \$9,967.18 Vouchers – May 19, 2009, #22944-22970, \$21,565.19 Wire Transfer – May 31, 2009, \$22,563.75 03 Bond Interest.	PC Ford M, to approve the consent agenda. PC Deo S. MP
<b>Executive Director's Report:</b> CCR's	Tabled	
Strategic Plan	(Exec.D) Thornsby presented a concept for a facility for the Bingen Point area. Thornsby said the facility would have a public meeting area and commercial office space. Thornsby asked the Commission if it would like to add something like this to the Port's Strategic Plan. PC Ford suggested the facility be designed so that a grassy area could be on the east side of the building to be protected from the wind. Thornsby said this is a preliminary project and said there would need to be a high demand for meeting space before something like this could be constructed.	By consensus, the PC directed (Exec.D) Thornsby to get rough budget numbers and add the facility to the Port's capital budget for future planning.
Dow Road Salt Cakes	(Exec.D) Thornsby said the Ramco site is being looked at by the EPA and that the Dow Road soil sampling had been put on hold by the Dept of Ecology. Thornsby said the Dept of Ecology announced today that	

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<p><b>Executive Director's Report: cont.</b></p> <p>Dow Road Salt Cakes continued . . .</p>	<p>testing can now be scheduled on the Dow Road site. Thornsbery said he will award the contract and schedule the soil sampling.</p>	
<p>Future Development</p>	<p>(Exec.D) Thornsbery said the permit for the marina project is scheduled to expire in October 2009. Thornsbery asked if the Commission wants to look at our options and a long range plan for the marina. Thornsbery said there are no grant funds available for boating facilities for the next two years. PC Deo said he would like to see the Port resources spent on other projects at this time, but the Port should try to get an extension on the existing permit for the future. PC Ford said it took 10 years to get the first permit.</p>	<p>By consensus, the PC directed (Exec.D) Thornsbery to find out about an extension of the permit if the cost is minimal.</p>
<p>Verizon</p>	<p>(Exec.D) Thornsbery presented the new drawings from Verizon for their recommendation of an easement for the northern power connection. Thornsbery said Verizon plans to install the microwave dish with epoxy. Discussion followed. The PC would like to know how the antennas will be installed at the top of the tank.</p>	<p>By consensus, the PC approves the use of epoxy to install the microwave dish and direct (Exec.D) Thornsbery to draft a lease amendment to cover the easements and fenced in area.</p>
<p>Bingen Point Pedestrian/Vehicle Safety</p>	<p>(Exec.D) Thornsbery said he applied for a pedestrian and vehicle safety grant through the Dept of Transportation. Thornsbery said the grant is for \$100,000 to make improvements on East Bingen Point Way along the marina.</p>	
<p>Dallesport Fire System</p>	<p>(Exec.D) Thornsbery said that Underwood Fruit's DIP Building fire system has not passed final inspection. Thornsbery said he was told the original fire system contractor is no longer working with Underwood Fruit and a new contractor has been hired. PC Deo said he wants to cooperate with Underwood Fruit so that they can get their occupancy permit. Thornsbery said the Port's water supply is at 50 psi and when</p>	

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<p><b>Executive Director's Report: cont.</b></p> <p>Dallesport Fire System</p>	<p>the booster pumps kick in it will go up to 90 psi. PC Deo said a wireless signal may need to be installed. PC Ford said the fire system contractor needs to correct the problem. Lee Ast, Current Commercial, explained fire systems that he has had to deal with in his buildings and talked about on site pressure pumps. Discussion followed.</p>	
<p>Water System Master Plan</p>	<p>(Exec.D) Thornsby presented the emergency response plan, design and construction standards, and the coliform monitoring plan that will all need to be adopted for the Water Master Plan. Thornsby asked the PC to review the plans and give input at the next meeting. Thornsby said the draft Water System Master Plan is due to the WA St Dept of Health by June 19, 2009.</p>	
<p>Request from KC Pud</p>	<p>(Exec.D) Thornsby said the PUD has asked if the Commission would like representatives from the PUD to give a presentation about the new power rate issue to the Commission.</p>	<p>By consensus, the PC would like to have a presentation by the PUD regarding power rates.</p>
<p>Work Source – ARRA Program</p>	<p>(Exec.D) Thornsby said the Port has hired a summer maintenance employee through Work Source and the ARRA Program. Thornsby said that all wages are paid by Work Source and the Port provides supervision and training. Thornsby said the goal of Work Source is to take low income people in the program and help them learn job skills so that they can be placed in a fulltime position elsewhere. Thornsby said the Port is going to partner with UCD to train the employee on plant identification and work in the wetlands area.</p>	
<p>Request from Aqua Glide</p>	<p>(Exec.D) Thornsby said the Port has received a request from Aqua Glide to use the marina for a photo shoot for their inflatable toys. Thornsby said the request is for a week and a half and it will be after Memorial Day. PC Deo wants to make sure they respect others and not block the boat ramp.</p>	<p>By consensus, the PC agreed to allow Aqua Glide to use the marina for the photo shoot and have them sign a hold harmless agreement.</p>

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<p><b>Executive Director's Report: cont.</b></p> <p>Annual Financial Report</p>	<p>(Exec.D) Thornsbery commended Jan Fancher, Port CPA , and (AA/B) Ziegler on their work to complete the 2008 Annual Financial Report for the State Auditor. Ziegler said Fancher is very thorough and she is changing the Ports reporting system from cash to accrual. Thornsbery said the Port made a wise choice with Fancher and will be impressed with the results of their work.</p>	
<p>Equipment Rental</p>	<p>(Exec.D) Thornsbery said that Port Counsel reviewed the equipment rental agreement and a waiver and release of liability documents (a copy of Port Counsel's comments was provided to the PC). Thornsbery said the rates are consistent with local rental rates.</p>	<p>By consensus, the PC directs (Exec.D) Thornsbery to draft an equipment rental resolution.</p>
<p>Website</p>	<p>(Exec.D) Thornsbery said he is continuing to revise the Port website and he has added information regarding the Port's properties.</p>	
<p>"What should I know about doing business in Washington State" document</p>	<p>(Exec.D) Thornsbery revised the "What should I know about doing business in Washington State" document. PC Vinyard's comments have been added and PC Ford would like to see it more summarized. Thornsbery said this document will help people understand how a Port operates and states what a Port can and can't do. Thornsbery said he would like to post this document on the website. PC Ford wants the document to be reviewed by WPPA for input.</p>	
<p>Request from Custom Interface</p>	<p>(Exec.D) Thornsbery said Custom Interface had to cut out sections of the door frames for security purposes and is asking for an exemption from purchasing new doors when they move out. PC Deo said a new striker plate might be used to cover the larger hole.</p>	<p>By consensus, the PC agrees to allow Custom Interface to repair the door frames, if possible and with Port approval, instead of replacing them.</p>
<p><b>Committee Reports</b></p> <p><b>Committee Reports continued . . .</b></p>	<p>PC Deo: PC Deo said the next airport meeting will be May 22, 2009.</p> <p>PC Ford: PC Ford attended a MCEDD meeting on May 18, 2009. PC Ford said KC gave input on public works projects. PC Ford said the Port's project was the lowest on the list. PC Ford said MCEDD was</p>	

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	<p>directed to go back to the counties and cities to reprioritize their projects for the best projects for the region and not just entities. PC Ford suggested (Exec.D) Thornsbery talk with Mike Canon. PC Ford said the list of projects is what MCEDD would use to promote and recommend to other funding agencies. PC Ford talked about the Wind Conference and that Mike Canon and Amanda Remington did an excellent job and represented Klickitat County well.</p> <p>PC Vinyard: absent</p> <p>(Exec.D) Thornsbery said he attended the WPPA Spring Meeting in Pasco, WA on May 13 &amp; 14, 2009.</p>	
<b>Public Comment</b>	<p>Lee Ast, Current Commercial, said that Insitu is growing and is looking for buildings that are ready to lease. Ast said that Insitu is renewing current leases in the gorge. Ast also talked about personnel changes at Insitu.</p>	
<b>Adjournment</b>	<p>PC Deo adjourned the PC Meeting at 7:00pm.</p>	

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

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Margie Ziegler, Administrative Assistant

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Marc Thornsbery, Executive Director

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Norman Deo, President