

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners Rodger Ford and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: (PC) Norm Deo. Guests Present: None.	Meeting called to order at 5:22 pm.
Administrative Matters Consent Agenda	Minutes – September 15, 2009 Minutes Vouchers – September 24, 2009 #23212, \$455.05 Vouchers – September 30, 2009 #23213-23230, \$12,275.33 Minutes – October 7, 2009 Minutes Vouchers – October 9, 2009 #23231-23252, \$12,879.59 Payroll Vouchers – October 15, 2009 #23253-23260, \$8,132.25 Vouchers – October 20, 2009 #23261-23275, \$8,982.06	PC Vinyard M, to approve the consent agenda, PC Ford S. MP
Executive Director's Report: DIP Pumps	(Exec.D) Thornsby presented a document from Inland Fire regarding the DIP fire pumps. There was concern regarding the stress of putting a 50 psi system under a 100 psi test. Discussion followed. Thornsby recommended the Port sign a letter to KC Building Dept. agreeing to a weekly pump test so Underwood Fruit can obtain an occupancy permit. Thornsby also indicated that there was some questions as to the necessity/value of keeping the booster pumps. Discussion followed. Thornsby recommended that a fire suppression system professional be hired to assess the value of having the pumps. With that information, a decision could then be made regarding whether to repair, replace or abandon them.	By consensus, the PC agreed to have an assessment performed.
Draft 2010 Budget	(Exec.D) Thornsby said he had been approached by Byron Hanke to be paid in 2010 on a set monthly rate. Discussion followed. PC Ford and PC Vinyard said Hanke is a valuable resource for the Port and they wish to insure continued access to Hanke.	By consensus, the PC agreed to budget \$3,600 for the year, and pay Hanke \$300.00 per month.

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<p>Executive Director's Report: cont..</p> <p>Draft 2010 Budget continued...</p>	<p>(AA/PA) Margie Ziegler presented the changes to the draft budget from the budget workshop. Ziegler said the USDA grant funds were added to revenue and the actual cost of Harbor Drive improvements was added to capital projects. (Exec.D) Thornsby met with the PUD and estimated \$10,000 revenue from the Water System. (Exec.D) Thornsby said he removed the proposed vehicle from the budget. PC Vinyard and PC Ford said they would like to discuss the vehicle at the next meeting with PC Deo.</p>	
<p>Barge Dock</p>	<p>(Exec.D) Thornsby presented photos of the barge dock. The photos showed a large pile of bark on the barge dock. Thornsby asked the PC how they would like to proceed. Discussion followed regarding holes in the dock, drainage, staging area use, signage, scheduling, and the cement block ramp.</p>	<p>By consensus, the PC directed (Exec.D) Thornsby to draft a letter asking Dallesport Log Yard to remove bark from the barge dock apron and staging area so that the dock can be accessed for repairs and drainage control.</p>
<p>Draft Resolutions</p>	<p>(Exec.D) Thornsby presented a draft budget resolution for an increase in property tax. Thornsby said that inflation is below 1% and a special resolution needs to be approved in tandem with the tax levy request so that the Port can receive a full 1% tax increase.</p>	<p>By consensus, the PC agreed the Port has substantial need and intends to request the 1% increase.</p>
<p>Letter of Support</p>	<p>(Exec.D) Thornsby presented a letter of appreciation to the staff of the WA St Dept of Ecology for their efforts in helping the Port with the Dow Rd Salt Cake site cleanup.</p> <p>PC Vinyard explained the Forest Practices Board and the need to have a representative from Eastern Washington.</p>	<p>By consensus, the PC agreed to sign an appreciation letter to the staff of the WA St Dept of Ecology.</p> <p>By consensus, the PC agreed to sign a letter of support to Governor Gregoire for the appointment of David McClure to the Forest Practices Board.</p>

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<p>Executive Director's Report: cont.. James Dean Construction</p>	<p>(Exec.D) Thornsby shared a letter from James Dean Construction regarding their annual advance royalty payment. Discussion followed regarding the operating agreement and the current year rock sales. PC Vinyard said he would like to see an amendment to the operating agreement that insures the operator is not penalized for accepting special projects that artificially inflate production levels in a single year.</p>	<p>By consensus, the PC agreed to have James Dean Construction pay the minimum royalty payment of \$25,000 and directed (Exec.D) Thornsby to formulate a new advance royalty payment calculation for review by the PC.</p>
Dow Rd. Salt Cakes	<p>(Exec.D) Thornsby said a press release was printed in the local newspaper regarding the no further action letter from the Dept of Ecology regarding the Dow Rd Salt Cake site.</p>	
Website	<p>(Exec.D) Thornsby showed the PC the latest changes to the new website.</p>	
Set Date for Public Hearing on 2010 Budget	<p>PC Vinyard said he will be traveling and will not be in attendance on November 17, 2009. PC Vinyard said he may be reachable for a teleconference if needed.</p>	<p>By consensus, the PC set the date for a Public Hearing for the 2010 Budget on November 17, 2009 at 4:30pm.</p>
WPPA 100 Years of History	<p>(Exec.D) Thornsby said that WPPA is asking for contributions to put together a history of Washington State Ports through historylink.org. Thornsby said they will be discussing this at the WPPA Annual Meeting in November.</p>	<p>By consensus, the PC requested additional information from the WPPA Annual Meeting.</p>
Miscellaneous	<p>(Exec.D) Thornsby a payout of his unused vacation hours accrued in 2009 due to his workload.</p>	<p>PC Vinyard M, to approve payout of (Exec.D) Thornsby accrued vacation at the end of 2009, PC Ford S. MP</p>
<p>Committee Reports Committee Reports continued . . .</p>	<p>PC Deo: PC Deo not present. PC Ford: PC Ford said he will be attending the SR 35 bridge meeting on Oct 28th. PC Vinyard: PC Vinyard nothing.</p>	

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	(Exec.D) Thornsbury said he will do a presentation on marketing at the WPPA Small Ports Conference in Leavenworth, WA (October 22-23, 2009).	
Public Comment	None	
Adjournment	PC Ford adjourned the PC Meeting at 8:03 p.m.	

Approved on _____
(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsbury, Executive Director

Rodger Ford, Vice-President