

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: Matt Riley, Rapid Ready Mix; Jim Herman, and Mark Stennfeld.	Meeting called to order at 4:30 pm.
Administrative Matters Consent Agenda	Minutes – November 17, 2009 Payroll Vouchers – November 30, 2009 #23340-23355, \$11,698.46. Vouchers – December 1, 2009 #23356-23371, \$45,105.44.	PC Vinyard M, to approve the consent agenda, PC Ford S. MP
Executive Director's Report: DIP Quarry Operating Agreement	(Exec.D) Thornsburg presented a spreadsheet of different options for how the advance royalty payment can be determined.	By consensus, the PC directed (Exec.D) Thornsburg to craft language to amend the agreement creating a new calculation and new minimum of \$35,000 advance royalty.
WPPA Ports History	(Exec.D) Thornsburg gave a report from the WPPA Annual Meeting regarding the WPPA History Project. Thornsburg said that the Port of Klickitat portion could be between \$300 to \$500. Thornsburg said History Link will maintain and update the history over time with ongoing information provided by the ports.	By consensus, the PC is in support of the WPPA History Project.
Year in Review	(Exec.D) Thornsburg listed what was accomplished in 2009.	
Strategic Plan	No comments.	
Polling	(Exec.D) Thornsburg presented an idea regarding online polling of Port constituents. Thornsburg said a survey can be sent out by email for voters to respond to Port issues. PC Ford said maybe surveying the community councils would be a better idea.	By consensus, the PC thought that surveying the community councils would be a better idea.

Executive Director's Report Cont.: DIP Property Sale	(Exec.D) Thornsby presented a potential tenant's proposal regarding purchasing DIP property. Discussion followed.	By consensus, the PC directed (Exec.D) Thornsby to inform the potential client that the Port would rather lease Parcels #37, #38 and #39 and sell Parcels #15 and #16.
Port Consultant Agreement	(Exec.D) Thornsby presented a copy of a proposed Port Consultant agreement. Discussion followed.	By consensus, the PC directs (Exec.D) Thornsby to execute the Personal Services Contract for Port Consulting.
Snow Removal	(Exec.D) Thornsby presented options for snow removal. Discussion followed regarding snow removal in previous years.	By consensus, the PC directed (Exec.D) to purchase a hydro drive commercial snow blower.
DIP Grading Project	(Exec.D) Thornsby talked about the Dallesport Grading Project for Parcel #37. Thornsby said the project will start in 2010.	
Committee Reports	<p>PC Deo: PC Deo attended an Airport meeting on Nov 20th.</p> <p>PC Ford: Nothing.</p> <p>PC Vinyard: PC Vinyard said the EDA meeting was canceled and the next meeting will not be until January 14, 2009.</p> <p>Jim Herman, PC Elect, said he attended the WPPA New Commissioner meeting in Seattle on November 17 & 18, 2009. Herman learned at WPPA that as of January 1, 2010 Commissioners should not use their home or business email for Port business. Herman said he had an opportunity to meet other Port Commissioners and Executive Directors. (Exec.D) Thornsby said Gorge Net accounts will be set up for each Port Commissioner.</p>	

Public Comment	Matt Riley, Rapid Ready Mix, said (Exec.D) Thornsburg did a fine job on the minimum royalty rock calculations.	
Adjournment	PC Deo adjourned the PC Meeting at 6:19 p.m.	

Approved on _____
(Date)

Margie Ziegler, Administrative Assistant

Marc Thornsburg, Executive Director

Norman Deo, President