

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, Bill Schmitt, and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: Brenda Sorensen, KC Auditor and Randy Knowles, KC PUD Commissioner.	Meeting called to order at 4:32pm.
Administrative Matters Commission Oath of Office	Brenda Sorensen, KC Auditor, swore in Bill Schmitt as the new Port Commissioner for Port Commissioner District #2.	
Consent Agenda	Minutes – June 1, 2010 Payroll Vouchers – June 15, 2010, #23741-23748, \$8,197.57 Vouchers – June 15, 2010, #23749-23770, \$26,380.23	PC Herman M, to approve the consent agenda with corrections to the minutes, PC Schmitt S. MP
Executive Director's Report: Leak Testing- Bingen Point Water Mains	(Exec.D) Thornsburg said Jan Breeding, City of Bingen Administrator, has asked if the Port would like to partner with Bingen for leak testing of water lines. Thornsburg said the oldest Port water line is on Lakeview Rd and a leak in that line had been identified and repaired in late 2009. Thornsburg suggested that Bingen should first check their own older water lines to find leaks before the Ports lines are tested. Discussion followed.	By consensus, the PC said that because the City of Bingen generates revenue from the sale of water, leak testing should be its responsibility.
4 th of July Events	(Exec.D) Thornsburg said he attended a meeting for the 4 th of July Event. Thornsburg reported that police protection, clean-up, port-a-potties, dumpsters, and fire department personnel were discussed.	
SR-35 Bridge Crossing Meeting Representative	(Exec.D) Thornsburg explained the bi-state bridge crossing committee.	PC Vinyard M, to appoint PC Herman as the Port representative for the bi-state bridge crossing committee and PC Schmitt as an alternate, PC Schmitt S. MP

Executive Director's Report: continued. . . . Disaster Recovery Site Policy	(Exec.D) Thornsburg presented the draft Disaster Recovery Site Policy. PC Herman said the policy and rates looked reasonable. PC Vinyard questioned the insurance requirement. (Exec.D) Thornsburg asked if there were any questions or concerns regarding the policy and form. The PC did not have any comments regarding the policy or form.	By consensus, the PC directed (Exec.D) Thornsburg to contact an insurance company and find out the potential cost to a tenant for general liability insurance.
Dallesport Terminal Operating Policy	(Exec.D) Thornsburg presented a map and photos of the DIP barge dock and the surrounding areas. PC Vinyard disclosed that he has an indirect business relationship with DLY. PC Herman disclosed that DLY is his client. Discussion followed regarding: bark loading ramp, current location of log decks, utilization of property, bark clean-up, and scheduling multiple dock users.	By consensus, the PC directed (Exec.D) Thornsburg to seek information on other log yard operations and draft policy language to permit full waterfront use for 30 days unless there are multiple users.
WPPA Port Commissioners Seminar July 25 th -27 th	PC Schmitt said he will attend the WPPA Port Commission Seminar in Leavenworth July 25-27, 2010.	
Annual Financial Report	(Exec.D) Thornsburg asked the PC if they would like Jan Fancher, CPA, to come to a PC Meeting and present the financial report. PC Herman said he could present the report to the PC and answer any questions.	
Chamber of Commerce - Washington Side of Hood River Bridge Approach Clean-up	(Exec.D) Thornsburg said he had been party to a discussion with the Chamber of Commerce regarding the appearance of the Hood River bridge approach on the Washington Side. Thornsburg offered the Chamber the Port's bark/rock material from the Loggers Association leased property and suggested Port personnel offer limited additional assistance.	By consensus, PC agreed only to offer bark material with no other assistance.
DIP Waterfront Property	(Exec.D) Thornsburg presented a map showing the DIP waterfront. Thornsburg said he would like to add additional property to the Strategic Plan. Thornsburg will talk more with the Army Corp and report back at a later meeting.	
Insitu Tenant Improvements	(Exec.D) Thornsburg said that Insitu had presented proposed tenant improvements to Building 1E just prior to the meeting.	Tabled discussion and directed (Exec.D) Thornsburg to review the proposal.

Miscellaneous Committee Updates	PC Herman: nothing PC Schmitt: nothing PC Vinyard: The next EDA meeting will be July 8, 2010. (Exec.D) Thornsburg said there is a potential CERB presentation on July 15, 2010. (Exec.D) Thornsburg presented Port Commissioner Handbooks. Thornsburg said there is information in the front of each binder from Thomas Dowd that Thornsburg would be particularly useful to the new Commissioners.	
Public Comment	None	
Adjournment	PC Vinyard adjourned the PC Meeting at 7:34pm	

Approved on 7-6-2010
(Date)

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

/s/ MARC D. THORNSBURY
Marc Thornsburg, Executive Director

/s/ JIM HERMAN
Jim Herman, Secretary