

TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt and Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: none. Guests Present: Scott Pimley, Insitu.	Meeting called to order at 4:30pm
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – August 2, 2011 Accounts Payable Vouchers – August 2, 2011 Void #24412 and reissue #24430 for \$712.26 Payroll Vouchers – August 5, 2011 #D10199-D10214 and #24405-24406 for \$10,823.91. Accounts Payable Vouchers – August 16, 2011 #24431-24444 for \$56,541.58. Payroll Vouchers – August 22, 2011 #D10215-D10222 and #24445-24456 for \$9,429.18.	PC Schmitt M, to approve the minutes, PC Herman S, MP. PC Herman M, to approve the vouchers, PC Schmitt S, MP
Old Business Dallesport Log Yard Lease	(Exec.D) Thornsby said it has been reported that people are trespassing into the log yard and that someone was fishing off a barge tied up at the dock. Thornsby said the Dallesport Log Yard has asked if the property could be fenced, but the railroad easements are an issue. PC Vinyard said fencing requires constant maintenance in order to keep it looking good. PC Herman suggested DLY purchase a video surveillance system they could monitor from home. New signage was discussed. PC Vinyard suggested contacting the KC Sheriff's Dept. and ask them to patrol the area. Thornsby said DLY is interested in leasing lot 8. Discussion followed. Thornsby is still waiting for	By consensus, the PC agrees to lease lot 8 to Dallesport Log Yard and direct (Exec.D) Thornsby to negotiate a lease.

Old Business continued ... Dallesport Log Yard Lease continued...	information regarding weight of equipment and the dock weight capacity.	
New Business DIP Road Use	(Exec.D) Thornsburg reported to the PC regarding encroachment into the road rights-of-way for Dock Road and Parallel Avenue by Foundry employees for parking and Greenhill Lumber for the loading of rail cars on the concrete pad adjacent to Dock Road. Thornsburg said the Foundry paved an additional part of their property to the east that could be used for parking. Thornsburg said there is a safety concern with employees backing into Parallel Avenue. Thornsburg said the concrete pad is primarily in the BNSF right-of way and on Foundry property, but the southeastern corner is in the Dock Road right-of-way. PC Vinyard said the Port property needs to be managed. Thornsburg said there is no good alternative for the loading area. PC Vinyard suggested a letter be written to the Foundry addressing the safety issues.	
Williams Gas Temporary Work Space Agreement	(Exec.D) Thornsburg said Williams Gas has requested temporary work space next to their station at DIP. Thornsburg said they are in need of additional space to locate liquefied natural gas storage tanks while they take their line out of service to install a valve. Discussion followed.	By consensus, the PC agrees to allow Williams Gas a temporary work space agreement and directed (Exec.D) Thornsburg to negotiate an agreement.
Executive Directors Report Harbor Drive Improvement Project	(Exec.D) Thornsburg said the first phase of Harbor Drive has been completed. Thornsburg said he will be working on the final details of the penalty to be charged to Granite NW. Thornsburg said the road is striped and signage has been installed. Thornsburg said the second phase involving earthwork will start next week.	
101 Parallel Building Improvements	(Exec.D) Thornsburg said the 101 Parallel Building Project bid went out for a second time today. Thornsburg said there will be a non-mandatory pre-bid meeting on August 25 th and the deadline to submit bids will be September 2 nd . Thornsburg said the bid would likely be awarded at the September 6 th PC Meeting.	
Bingen Point Site Prep Project	(Exec.D) Thornsburg said Crestline Construction will start next week.	

Executive Directors Report cont... Bingen Point Irrigation	(Exec.D) Thornsby talked about the recent problems with the irrigation pumps at BPT and that after several unexpected repairs, the underlying problem was determined to be a pressure relief valve that needed to be replaced.	
Commissioners Reports:	Herman: PC Herman nothing. Schmitt: PC Schmitt nothing. Vinyard: PC Vinyard nothing.	
Public Comment	Scott Pimley, Insitu, thanked the Port for the completion of the new road.	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:24pm.	

Approved on SEPTEMBER 6, 2011
(Date)

/s/ MARC D. THORNSBY
Marc Thornsby, Executive Director

/s/ MARGIE ZIEGLER
Margie Ziegler, Administrative Assistant

/s/ JIM HERMAN
Jim Herman, Secretary