


TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman; William Schmitt; Wayne Vinyard; Executive Director (Exec.D) Marc Thornsby and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. <b>PC/Staff Absent:</b> None. <b>Guests Present:</b> Julie Korenko, Insitu; Matt Riley, Rapid Ready Mix Co; and Izak Riley, Rapid Ready Mix Co.	Meeting called to order at 4:30pm.
<b>Administrative Matters</b>		
Approval of Minutes	Minutes – February 7, 2012	PC Schmitt M, to approve the February 7, 2012 minutes with changes, PC Vinyard S, MP 3-0.
Approval of Vouchers	Vouchers – February 17, 2012 #24664-24665 for \$2,248.98.  Payroll Vouchers – February 21, 2012 #24662-24663 and #D10361-D10368 for \$9,161.54.  Vouchers – February 22, 2012 #24666-24677 for \$4,147.56.  Payroll Vouchers – March 5, 2012 #24678 and #D10369-D10384 for \$10,846.96.  Voucher – March 6, 2012 #24679-24696 for \$11,623.33.	PC Herman M, to approve the vouchers, PC Schmitt S, MP 3-0.

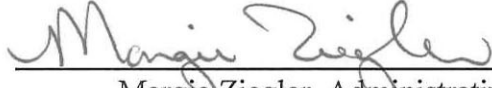
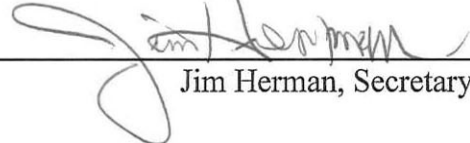
<b>Administrative Matters continued...</b>  Resolution 2-2012 Correcting Port Commissioner District No. 3	(Exec.D) Thornsby said a correction needed to be made in the legal description for Commissioner District No. 3 because of an error where in the description overlapped that of Commissioner District No. 2 in one quarter-quarter section near the Appleton precinct. Thornsby said the correction does not change the map.	PC Schmitt M, to approve Resolution 2-2012 Correcting Port Commissioner District No. 3, PC Herman S, MP 3-0.
<b>Old Business</b> City of Bingen Firefighting Agreement	(Exec.D) Thornsby presented an agreement prepared based on PC comments. Thornsby said the document has been sent to the Port's Legal Counsel for review. Thornsby said the agreement has a provision that it will terminate if the Port property is incorporated into a fire district. Thornsby said the agreement can be reassessed in three years. PC Vinyard liked that the Port has included vacant lots in the agreement. PC Herman asked if the property encroachment by the wastewater treatment plant has been resolved. Thornsby said the encroachment issue will be resolved before the Firefighting agreement is signed, as requested by the PC.	By consensus, the PC agrees with the Firefighting agreement as presented and asked staff to forward it to the City of Bingen after legal review.
<b>New Business</b>  Dallesport Propone Storage Facility	(Exec.D) Thornsby said Ferrellgas is interested in leasing the former Amerigas lot for a bulk propane storage facility. Thornsby said the Dallesport Fire Department has been notified and did not have a problem as long as they can annually inspect the facility and any tanks. PC Schmitt talked about the improvements that have been made to the Dallesport Fire Department since the Amerigas fire.	By consensus, the PC directed (Exec.D) Thornsby to negotiate a lease with Ferrellgas.
FEMA Flood Map – Bingen Point	(Exec.D) Thornsby said the FEMA Flood Map for Bingen Point is the basis for flood insurance and it has not been updated in a long time. Thornsby said the Port area where the four buildings are located is zoned C at this time, but no adjustment has been made since the Port's property has been filled. Thornsby said there will be survey and engineering expenses and a \$500 fee to update the map.	
Surplus - Equipment	(Exec.D) Thornsby presented a list of items that are no longer useful or needed at the Port and have been declared surplus.	

<p><b>Executive Directors Report</b></p> <p>101 Parallel Building Upgrade</p>	<p>(Exec.D) Thornsby said it has come to his attention that the tenant is planning to move and that calls into question what should happen with the 101 Parallel Bldg project. Discussion followed regarding the expenses that have been incurred to date and the future of the project. Thornsby said the 101 Parallel Bldg Project is currently suspended. Thornsby said one of the biggest problems is that the floor drain needs to be fixed or removed in order to start the project up again. However repair of the drain is expensive and probably unnecessary because of the tenant's pending departure and it can't be removed until they vacate the building. Thornsby said the project will probably have to be scaled back for now.</p> <p>Thornsby talked about the condition of the building and how it was constructed as a warehouse, not a manufacturing facility. Thornsby said the PC goals are to have jobs, not warehouse space, but the 101 Parallel Bldg will require a lot of funding to make that a reality.</p> <p>Thornsby talked about an opportunity to expand the project and seek federal EDA funding to make improvements. Thornsby explained some of the possible improvements. Thornsby said a similar project was funded at the Port of Pasco. Thornsby would like to do a rough project outline and submit it to the EDA for preliminary consideration. Thornsby said the building could then be leased to a couple of manufacturing companies.</p>	
<p>Marine Recreation Plan</p>	<p>(Exec.D) Thornsby said an RFQ for engineering for a Marine Recreation Plan has gone out. Thornsby said a pre-submission meeting will be held on March 9, 2012 at 2:00pm. Thornsby said once an engineering company is selected then discussions can take place regarding what the Port wants.</p>	

<b>Executive Directors Report cont...</b>  Fire Alarm Monitoring	(Exec.D) Thornsby said an RFP for Fire Protection System Modifications was sent out. Thornsby said a pre-submission meeting will be held on March 9, 2012 at 10:00am. Thornsby talked about the improvements that need to be made to the Building 1E fire alarm system. Thornsby said they will install the Port's first internet dialer for fire alarms.	
Vacation Payout	(Exec.D) Thornsby said he received a request from Terry Wroe, Maintenance Technician, for a vacation payout of 80 hours. Thornsby said he will pay Wroe for 40 hours of vacation and request that he schedule 40 hours of time off.	
<b>Commissioners Reports:</b> Committee Updates	<p>PC Vinyard: Attended the SR 35 bridge meeting with (Exec.D) Thornsby and said it was very informative. Vinyard said the problem with funding lies in the ownership of the bridge and said the State of Washington does not recognize the bridge because it is owned by an Oregon Entity and Oregon does not recognize the bridge because it considers it to be privately owned. Vinyard said the Port of Hood River will look at possibly transferring ownership to Hood River County and Klickitat County.</p> <p>PC Vinyard: Received an email from Dave McClure regarding EDA that indicated they are restructuring the appointments to the board.</p> <p>PC Herman: Received an email from Insitu/Boeing, regarding a proposed lease for Lot 24. PC Herman said the lease is similar to Key Development's lease. PC Schmitt said things will proceed faster if the lease goes to the Executive Director for review because he is the person who needs to bring it to the PC for approval. PC Herman said he did not know the lease was not sent to the Executive Director. PC Vinyard</p>	

<b>Commissioners Reports:</b> Committee Updates	said the lease really should go to the Executive Director and it should be the policy from here on that everything be sent to him so that it is reviewed and handled in a timely manner. Thornsbury said he will review the proposal and send it to legal council for review and comment.  PC Schmitt: nothing	
<b>Public Comment</b>	Julie Korenko, Insitu, said Scott Pimley will get as-builts of Building 1D and Boeing will be drilling on lot 24.  Matt Riley, Rapid Ready Mix Co, asked if a conditional use permit will be required from Ferrell Gas. (Exec.D) Thornsbury said a permit will be required.	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 5:24pm	

Approved on April 3, 2012  
(Date)  
  
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Marc Thornsbury, Executive Director

  
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Margie Ziegler, Administrative Assistant  
  
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Jim Herman, Secretary