



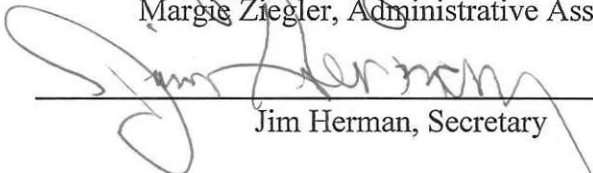
TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: Peter Shames, Hood River Sand and Gravel.	Meeting called to order by PC Vinyard at 4:32pm.
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – September 3, 2013. Payroll Vouchers – September 20, 2013, #25388, D10804-D10810, \$9,131.90. Accounts Payable – September 24, 2013, #25389-25407, \$4,566.48.	PC Schmitt M to approve the minutes, PC Herman S, MP 2-1. PC Vinyard abstained as he was not present at the meeting. PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.
Old Business DIP Lot 5 Lease	(ED) Thornsburg said he is waiting for additional information regarding leasing DIP Lot 5. Thornsburg said that Underground Specialties will be vacating DIP Lot 39 and moving to The Dalles by October 31, 2013. Thornsburg also informed the PC that he has been approached by someone interested in purchasing Lot 5 and the 101 Parallel Building. Thornsburg noted Lot 5 is in the core of the DIP and has a rail siding. Thornsburg informed the party that Port policy did not permit the sale of property. Thornsburg estimates demolishing the 101 Parallel Building will cost \$100,000 to \$120,000.	
Support for Small Port Dredging	(ED) Thornsburg noted the letter of support was discussed at the last PC meeting. PC Schmitt said the letter sounded good and says what needs to be said.	The PC signed the letter of support for Harbor Maintenance Fee funding for small ports dredging.

<p>New Business</p> <p>Boat Ramp Repair Engineering Contract</p>	<p>(ED) Thornsby reviewed the Boat Ramp problems and recommended that Tom Camero, Gorge Engineering, be selected for the engineering design work because he completed the original design. Thornsby said that, with the concurrence of Port Counsel, the insurance requirement has been waived as the project is for repair of an existing facility, not design of a new structure.</p>	<p>PC Schmitt M, to award the engineering contract for the Marina Boat Ramp repair to Tom Camero, Gorge Engineering, PC Herman S, MP 3-0.</p>
<p>Marina Way Overlay Bid Award</p>	<p>(ED) Thornsby said there was a change made to the specifications by the Port's engineer after it was determined the expected cost savings were being lost to the additional labor required to complete each individual repair. Thornsby explained the changes. Thornsby said two bids were received: Granite Northwest for \$85,244.60 and Crestline Construction for \$97,933.50. Thornsby said the Port's engineer recommends waiving Granite's failure to provide a statement of qualifications as an immaterial irregularity because Granite satisfactorily performed similar work for the Port in 2010 on the Harbor Drive Project. Thornsby said the portion for the apron and entrance for the City of Bingen's shop is estimated to be \$7,742.00 and will be paid by Bingen, making the cost to the Port \$77,502.60. PC Vinyard voiced concern over problems with Granite on the Harbor Drive Project. Thornsby said the Port's engineer was satisfied with the paving quality on the Harbor Drive project but was unhappy with the performance of a sub-contractor that Granite hired for the underground utilities. Thornsby said the Port's contract documents have been revised to limit work by subcontractors. PC Herman said there is not enough time to go back out to bid.</p>	<p>PC Schmitt M, to award the Marina Way Overlay Bid Award to Granite Northwest for \$85,244.60 waiving the immaterial irregularities, PC Herman S, MP 3-0.</p>
<p>Maple Street Closure</p>	<p>(ED) Thornsby talked about the dumping and safety issues on Maple street south of Marina Way. Thornsby suggested a gate be installed on Maple Street just south of the SDS Lumber Log Yard gate, allowing pedestrian access but preventing vehicle traffic. Discussion followed regarding safety and the need to have the gate visible.</p>	<p>By consensus, the PC directs (ED) Thornsby to close Maple Street to vehicle traffic.</p>

New Business continued... DIP Lot 15 Lease	(ED) Thornsby said he is waiting for additional information from a potential tenant that supplies locally grown produce and meats and would like to establish a fish buying station. Thornsby said they will need power for refrigerated containers.	
Budget Workshop	The budget workshop was set for October 8 at 1pm. The Port Commission meetings will be moved to October 8 and October 22.	
Executive Director's Report BPT Lot 24 to Lot 30 Communications Conduit	(ED) Thornsby said he viewed some of the material from the test pit and the tenant's boring contractor inspected the pit and material and determined that the conduit could be installed by boring under the road.	
Commissioners Reports	<p>PC Vinyard said he is officially a member of the KC EDA board.</p> <p>PC Schmitt said he attended the MCEDD Board meeting and noted that Ports and Chambers of Commerce are no longer voting members. Schmitt suggested the Port still remain members because they do loan money and the Port may someday have a tenant that need to borrow money to open or expand a business.</p> <p>(ED) Thornsby said he will be attending the Oregon Public Ports Assn. meeting at the Hood River Inn later this week to hear about flood plains and FEMA. Thornsby said the Port will need to file a FEMA update for the newly filled properties. Thornsby will be attending the PNWA Conference October 2-4 and the WPPA Small Ports Conference October 17-18.</p>	

Public Comment	Peter Shames, Hood River Sand and Gravel, said they signed a lease with the Port to set up a batch plant and provide concrete for Lots 23 and Lot 24. Shames said they have been awarded the contract for Lot 10 and would like to revise their lease so they can provide material for that project. Thornsburg said there are no legal ramifications in revising the lease. Shames said the agreement expires on November 21 st .	By consensus, the PC directs (ED) Thornsburg to amend the lease with Hood River Sand and Gravel to include Lot 10.
Adjournment	PC Vinyard adjourned the PC Meeting at 5:28pm .	PC Schmitt M, to adjourn the meeting, PC Herman S, MP 3-0.

Approved on October 8, 2013
 (Date)

 Marc Thornsburg, Executive Director


 Margie Ziegler, Administrative Assistant

 Jim Herman, Secretary