


| TOPIC | DISCUSSION / ASSESSMENT / FINDINGS | ACTION |
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| Attendance | Commissioner/Staff Present: Port Commissioners (PCs) William Schmitt, and Wayne Vinyard; Executive Director (ED) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: PC James Herman. Guests Present: Julie Korenko. | Meeting called to order by PC Vinyard at 4.34pm. |
| Administrative Matters Election of Officers | (ED) Thornsburg suggested waiting for election of officers until PC Herman is present. | PC Schmitt M to table Election of Officers, PC Vinyard S, MP 2-0. |
| Approval of Minutes | Minutes – December 17, 2013 | PC Schmitt M to approve the minutes, PC Vinyard S, MP 2-0. |
| Approval of Vouchers | Payroll Vouchers – December 27, 2013 #D10877-D10879, \$6,119.69. Vouchers – December 30, 2013 #25505-25519, \$26,827.42. Payroll Vouchers – January 6, 2014 #D10880-D10894, \$11,889.92. Vouchers – January 14, 2013 #25522-25541, \$80,062.32. | PC Schmitt M to approve the vouchers, PC Vinyard S, MP 2-0. |
| Resolution No. 1-2014 Delegating Authority to Port Officials | (ED) Thornsburg noted an annual delegation of authority is common practice and a legal requirement for surplusing property. | PC Schmitt M to approve Resolution No. 1-2014, PC Vinyard S, MP 2-0. |
| Resolution No. 2-2014 Authorizing Application for USDA Funds | (ED) Thornsburg stated that because the Port does not have sufficient funds to complete the property improvements needed for the proposed Dirt Hugger operation, it will need to seek funding assistance from other entities and particularly the USDA Rural Business Enterprise Grant (RBEG) program. Thornsburg noted the proposed resolution would authorize the filing of an application for funding under this program. | PC Schmitt M to approve Resolution No. 2-2014, PC Vinyard S, MP 2-0. |


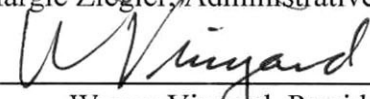
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| <p>Old Business DIP Binding Site Plan Update</p> | <p>(ED) Thornsby presented the PC with a draft binding site plan for the Dallesport Industrial Park. Thornsby said that because the Port has to pay the county to review each lot and a surveyor to set monuments at each property corner, several of the lots will be combined to reduce costs. Thornsby said lots have been created for Dirt Hugger and the Klickitat County Shooting Range and asked the PC if they had any questions or concerns. PC Schmitt said it makes sense to combine lots.</p> | |
| <p>Dirt Hugger</p> | <p>(ED) Thornsby presented a layout for the proposed Dirt Hugger operation at Dallesport. Thornsby said there is a fair amount of earth that will need to be moved. Discussion followed about placing the excess material on Lot 27. Thornsby said another option would be to allow the County to move the fill to the proposed gun range site. Thornsby talked about the USDA grant application and said funding has been requested from Klickitat County through its Economic Development (\$25,000) and Solid Waste (\$10,000) grant programs in addition to the USDA grant (\$50,000). Thornsby said Dirt Hugger is proposing to pipe water from Spearfish Lake and construct an earth berm for visual screening. Thornsby estimated moving fill would cost \$6 to \$7 per cubic yard, explained how this material, combined with fill from the 101 Parallel Bldg. demolition, could be used to help fill Lot 27, and illustrated how filling Lot 27 would allow the Port to offer up to 18 contiguous acres for development. Thornsby noted that material used by the County would be moved at no cost to the Port. PC Vinyard added that Lot 27 is a key location in the industrial park. The pros and cons of stockpiling were discussed and Thornsby talked about fill placement for a potential northern realignment of Dow Road. PC Vinyard said Dirt Hugger is a business we should encourage. Thornsby said if the Port moves excess material from Lot 53, it would help support Dirt Hugger, preserve precious fill material needed in other areas, and help level Lot 27 in support of future development. Thornsby suggested a project cost of \$60,000 which would move an estimated 8,000 to 9,000 cubic yards of material and reduce the depression on Lot 27 by nearly half.</p> | <p>PC Schmitt M, to amend the capital budget to move excess material from Lot 53 to Lot 27 for a cost up to \$60,000 and allow the County to use any remaining excess material for the proposed gun range, PC Vinyard S, MP 2-0.</p> |

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| <p>New Business Columbia Gorge Aeromodelers</p> | <p>(ED) Thornsby presented information regarding the model airplane club landing strip at Dallesport. Thornsby noted the organization has changed since the first agreement with the Port and suggested requiring a new lease for the 4.6 acres used. PC Schmitt said the Port needs to have control of its property. Thornsby suggested charging an annual lease rate based on a percentage of the club's annual membership fee. PC Schmitt noted that his concerns are not about the lease revenue, but the potential cost of a lawsuit. PC Vinyard asked if this group is a problem for the Port's mine. Thornsby said the group operates north of the pit by the Williams Gas pipeline and has generally not been a problem, though there may be some trespass issues. PC Vinyard did not want the property tied up if a job-creating tenant came along. Thornsby said there will be a provision in the lease to terminate with 30 to 60 days notice. PC Schmitt said he wants to see an insurance requirement.</p> | <p>By consensus, the PC directed (ED) Thornsby to contact the club and establish a new lease with insurance requirements.</p> |
| <p>Executive Director's Report Regional Ports Meeting</p> | <p>(ED) Thornsby said he attended the pre-meeting on January 6 and the main meeting on January 9. Thornsby said Darrin Nichols, Gorge Commission, explained at the pre-meeting that he will likely need the ports to provide funding to continue the meetings and spent considerable time explaining his position that the requirements of the Gorge Commission, as stated in its adopted management plan, "carry the weight of federal law", meaning that they supersede state law within the Gorge Scenic Act area. Nichols also explained his position that the Gorge Commission has the authority to broadly mandate projects and state funding within the Gorge in areas ranging from transportation and education to utilities and emergency services. Thornsby noted that attendance at the main meeting was described as being limited to commissioners and staff of the five regional ports, but the meeting was actually attended by a broad range of people. Thornsby said that at the main meeting, he remarked that many of the problems and opportunities described at the meeting did not appear to be new, that most had been thoroughly discussed during the MCEDD Stronger Economies Together (SET) process that took place in 2013, and that many of the areas</p> | |

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| Executive Director's Report cont... Regional Ports Meeting cont... | targeted by the group were within the purview of already established groups such as MCEDD. Thornsby said that Nichols spent some time describing why the Gorge Commission does not have sufficient funding and that this additional funding was included as one of the objectives of the group at the conclusion of the meeting. Thornsby stated that there was considerable interest in a collective application for a federal TIGER grant and that this was also one of the objectives of the group, but noted that it appeared many present at the meeting were unfamiliar with the requirements and limitations of the grant program and the costs involved in applying. Thornsby said Andrea Klaas from the Port of The Dalles stated a desire to start up the CGEDA again. Thornsby reported that bi-state emergency services were brought up and questioned whether ports should be taking a leadership role in this issue instead of cities, counties, or EMS and hospital districts. | |
| Zoning Change | (ED) Thornsby said the Klickitat County Commission is considering allowing growing marijuana outdoors in industrial areas. Thornsby noted that at present marijuana cultivation is permitted in industrial areas, but only inside a facility. Thornsby asked where the PC stands on the issue. PC Vinyard said we are asking for problems if we allow agriculture in industrial areas. PC Schmitt said it would be bad business to allow it. Thornsby noted the Port has historically avoided agricultural use of any kind (except for existing use) on Port industrial properties. PC Vinyard wanted to know if the CCR's apply. Thornsby said he will investigate. | By consensus, the PC reaffirmed its opposition to agricultural uses in industrial areas. |
| RV Park Water Meter | (ED) Thornsby said the water meter for the RV Park has been replaced. | |
| BPT Lot 24 to Lot 30 Communications Conduit | (ED) Thornsby provided updated plans for the Insitu conduit project. Discussion followed regarding sidewalk elevation in the parking island, the location of irrigation valves, and pavement striping. PC Vinyard said he felt an eight foot sidewalk was wide enough. PC Schmitt said the sidewalk should be the same height as the other sidewalks and that the irrigation valves should not be located in the sidewalk. | By consensus, the PC approved the plans with the following alterations: striping by the Port, relocation of the valves north of the sidewalk, a consistent sidewalk width, and an elevation even with the top of curb. |

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| Commissioners Reports | None | |
| Public Comment | None | |
| Adjournment | PC Vinyard adjourned the PC Meeting at 6:51pm. | PC Schmitt M, to adjourn the meeting, PC Vinyard S, MP 2-0. |

Approved on February 4, 2014
 (Date)

 Marc Thornsbury, Executive Director


 Margie Ziegler, Administrative Assistant

 Wayne Vinyard, President