


TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman (via teleconference), William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsburg; and Administrative Assistant/Port Auditor (AA/PA) Margie Ziegler. PC/Staff Absent: None. Guests Present: Denny Newell, KCPEDA and Richard Foster, KCPEDA.	Meeting called to order by PC Vinyard at 4:31 PM.
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – January 12, 2016 Vouchers – January 20, 2016, D11426-D11432, #26428-26429, \$10,254.23. Vouchers – January 26, 2016, #26430-26445, \$28,157.85. PC Herman inquired regarding the payment to FedEx. Thornsburg said the Commissioner’s packet was sent to Herman via FedEx because the meeting dates were changed. Herman asked to have his salary reduced by the shipping amount. By consensus other PC members stated it would cost more to do the reduction than the cost of the postage. Vouchers – February 2, 2016, #26448-26459, \$10,198.58. Payroll Vouchers – February 5, 2016, D11433-D11447, \$11,636.52.	PC Schmitt M to approve the minutes, PC Herman S, MP 3-0. PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.
Resolution 2-2016 Signage Standard	ED Thornsburg presented modifications for frame work for signs. Thornsburg says this resolution lays out the frame work for signage and also states who pays for the signage. PC Herman requested clarification regarding who would be responsible for sign maintenance. Thornsburg stated that maintenance of the sign frame would be performed by the Port	By consensus, the PC tabled Resolution 2-2016.

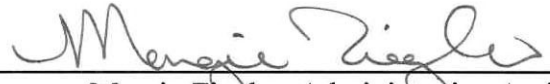
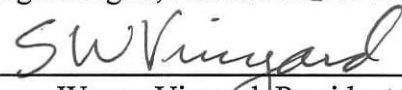
<p>Administrative Matters cont... Resolution 2-2016 Signage Standard continued...</p>	<p>at its cost, but changes to the sign itself would be borne by the lessee or property owner. Herman expressed concern that the language used in the resolution could be misinterpreted as pertaining to building and other signs. PC Vinyard concurred. Thornsbery said modifications would be made to the language to address the concerns and the resolution would be brought to the next PC meeting.</p> <p>Thornsbery explained that the Port will provide one facility identification sign for each location at its cost. Vinyard asked how the Port would handle a lessee that wanted more than one sign. Thornsbery said additional signs could be installed, but at the lessee's expense and noted that the issue is addressed in the resolution. Locations with multiple entrances were discussed.</p>	
<p>Old Business Wayfinding/Building Identification Signs</p>	<p>ED Thornsbery presented the Port engineer's specifications for construction of the sign frame and presented a number of alternatives and their associated costs for the sign panel itself. Discussion followed regarding the number of panels, the use of color, sun exposure, total costs, and sign durability. PC Schmitt suggested the use of cut vinyl lettering and a machine to remove ("erase") old lettering rather than replacing the entire sign for every change. Thornsbery stated he would research the issue further and present the findings at the next PC meeting.</p>	
<p>DIP Surface Mine Expansion</p>	<p>ED Thornsbery gave an update on the proposed surface mine expansion at Dallesport and presented a draft drawing of the new boundaries that included a new location for Dow Road. Thornsbery said he has begun work on the SEPA and will be meeting with the Port's engineer. Thornsbery said a phased reclamation plan will be discussed with the mine operator.</p>	
<p>BPBP Lot 10 Proposed Development</p>	<p>ED Thornsbery said no additional information had been received.</p>	
<p>RAMCo Disposal Site Covenant</p>	<p>ED Thornsbery presented new covenant language to address the PC's concerns expressed at the last meeting. PC Vinyard asked how Port</p>	

Old Business continued... RAMCo Disposal Site Covenant continued...	Counsel feels about the new covenant and Thornsby explained that the new language had been approved by Port Counsel. Thornsby asked if there were any additional questions or concerns. None were expressed.	
New Business Klickitat County Public EDA Representative	PC Vinyard noted that he has been representing the Port on the Klickitat County Public Economic Development Authority (KCPEDA) board and asked if the PC would like to appoint a new representative or if it would prefer that he continue to represent the Port.	By consensus the PC requested that PC Vinyard continue to serve as the Port's representative on the KCPEDA Board.
Gorge Commission Transportation Plan	<p>ED Thornsby presented a draft letter regarding the transportation planning proposal appearing on the agenda for the next Columbia River Gorge Commission (CRGC) meeting to be held February 9. Thornsby asked the PC if the letter accurately represented its views and if there were any changes that should be made.</p> <p>PC Schmitt said he was pleased with the letter as written. PC Vinyard noted that he had talked about the transportation planning proposal at the KCPEDA meeting and agreed with the content of the letter. PC Herman said he liked the letter. Thornsby asked the PC how it would like the letter submitted to the CRGC and noted that he will attend the CRGC meeting on February 9.</p>	By consensus, the PC directed staff to mail the letter to the Columbia River Gorge Commission in advance of its February 9 meeting.
Dirt Hugger Insurance	ED Thornsby said he received a request from Dirt Hugger to reduce their insurance coverage requirement from \$2 million to \$1 million. Thornsby explained that the Port's insurance carrier considered \$1 million in coverage sufficient for a composting facility where there was limited access to the public. Thornsby recommended executing a lease amendment to reduce the insurance coverage minimum for a period of up to ten years. PC Vinyard expressed concern that \$1 million might not be adequate in ten years and suggested reducing the coverage requirement for five years.	By consensus, the PC agreed to amend the Dirt Hugger lease to reduce the insurance coverage requirement to \$1 million for five years.

Executive Director's Report Bingen Lake Update	ED Thornsby provided an update regarding Bingen Lake and explained the trouble with wildlife using debris to obstruct the pump intake. Thornsby noted that the lake level is elevated and Port staff is working on a temporary fix as well as a long-term solution. PC Vinyard suggested contacting the Wash. Dept. of Fish and Wildlife (WDFW) to find out about trapping nuisance animals. Vinyard explained there is a program to improve salmon habitat that traps and relocates beavers. Vinyard expressed concern over the elevated lake level. PC Schmitt discussed deepening the area by the lake pump intake and the possibility of using a floating intake hose.	
Meeting Dates	ED Thornsby said he would like to cancel the meeting on February 16. PC Vinyard said he will not be able to attend the first meeting in March. PC Schmitt said he will not be able to attend either meeting in March. Thornsby said he will look at everyone's schedule and identify the best dates for future meetings.	
Commissioners Reports	<p>PC Vinyard asked if the Port had received any odor complaints regarding the Dirt Hugger operation. ED Thornsby stated that no complaints had been received and noted that since Dirt Hugger began using its aeration pad, he had not noticed anything beyond an occasional light odor. Denny Newell, Klickitat County Economic Development Dept. (KCEDD), said he regularly attends the Dallesport Community Council meetings and has not heard any complaints.</p> <p>Vinyard said he attended the KCPEDA meeting on January 25 that included a presentation on the County's future economic development plan. Vinyard said he expressed the Port's interest in constructing a multi-purpose building and other improvements at its Dallesport Industrial Park. Newell said that the consulting firm that will create the economic development plan is aware of the different needs of the east and the west ends of the county.</p>	

Commissioners Reports continued...	PC Schmitt said the Mid-Columbia Economic Development District (MCEDD) Executive Committee meeting scheduled for February was canceled and the next meeting will be held March 11.	
Public Comment	Denny Newell, KCEDD, introduced his replacement, Richard Foster, to the PC and said he has enjoyed working with the Port. Newell noted the relationship between the Port and County had improved since he began working for the County and remarked that it may have had more to do with personalities than policies. PC Vinyard said he has enjoyed working with Newell. ED Thornsbury stated he was sorry to see Newell leave and added it had been a pleasure working with him.	
Executive Session To Consider the Minimum Price for Real Estate Leases	ED Thornsbury explained that he was not able to put together all of the material needed for this item and will reschedule it for a future meeting.	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:44 PM.	

Approved on February 23, 2016
 (Date)

 Marc Thornsbury, Executive Director


 Margie Ziegler, Administrative Assistant

 Wayne Vinyard, President