

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: Ken Park, White Salmon Enterprise; Tammy Kaufman, Insitu/Rotary; Eric Pool, Aeroval; Pasquale Barone, Aeroval; Andy Mack, Zepher; Brad Roberts, Rivermile 172; and Darrin Eckman, Tenneson Engineering.	Meeting called to order by PC Vinyard at 3:00 PM.
PC Training	To meet the statutory requirements for open government training, the PC and staff viewed a webinar produced by the Washington State Attorney General's Office covering the Open Public Meetings Act, the Public Records Act, and Public Records Retention and Management. A five minute recess was called.	PC Vinyard reopened the regular meeting at 4:41pm.
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – July 17, 2018 Vouchers – July 25, 2018, #27430-27444, \$31,459.62 Payroll Vouchers – August 6, 2018, #D12072-D12085, Ck 27445, \$12,390.80. Vouchers – August 9, 2018, #27446-27462, \$15,845.73. Payroll Vouchers – August 20, 2018, #D12086-D12093, Ck 27463, \$13,581.65. Vouchers – August 21, 2018, #27464-27473, \$35,805.19.	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. PC Herman requested staff confirm the amount of the Klickitat County Public Works invoice.

Old Business	None	
New Business Surplus Property Disposal	ED Thornsburg presented a list of property no longer needed for district purposes and targeted for disposal pursuant to RCW 53.08.090.	
September Meeting Schedule	<p>ED Thornsburg reminded the PC it considered utilizing a consultant to assist with long-range planning in June and noted in the past the PC had conducted a workshop to address such matters. He added sufficient information would not likely be available in time for the first September meeting and suggested canceling the meeting to hold a workshop on September 5.</p> <p>Thornsburg explained the PC could use the workshop to discuss various topics such as development at Dallesport and Bingen Point, the Port's financial condition, how much debt is acceptable, and the practical limits on what the Port can do. He added the PC could hold an offsite workshop as it did before with Byron Hanke, former Port of Vancouver Executive Director, and Ed Galligan, former Port of Olympia Executive Director and Port of Portland Chief Financial Officer.</p> <p>Thornsburg noted Hanke and Galligan had extended an invitation to meet with each PC to allow for introductions and to get any ideas or topics of interests so the workshop meets the needs of the PC. The PCs expressed interest in holding a workshop, but stated they did not need to meet with Hanke and Galligan prior to it.</p>	By consensus, the PC agreed to cancel the September 4 meeting and hold a workshop on September 5.
West Harbor Utilities Project	ED Thornsburg stated three bids were received and the apparent lowest responsible bidder was Crestline Construction with a base bid of \$118,450, \$6,300 for the Marina/Larch Corner Widening additive item, and \$30,500 for the Lot 9 and Corridor Grading additive item. Darrin Eckman, Tenneson Engineering, said there were no irregularities with Crestline's bid. Thornsburg noted there will be an invoice from KC PUD for an estimated additional \$35,000.	PC Vinyard M to award the 2018-05 West Harbor Utilities Project and all additives to Crestline Construction, PC Schmitt S, MP 3-0.


<p>New Business cont... West Harbor Utilities Project</p>	<p>Thornsbury explained a substantial portion of the cost related to infrastructure for LS Network's project and estimated at around \$43,000 will be charged to LS Networks. He added the cost for the additional two 2" conduits for future utilities and estimated at around \$11,000 will be charged to future providers that use them. Thornsbury noted \$150,000 of the 2018 capital project funds budgeted for the Dallesport Industrial Park waterfront improvements had been reallocated to fund this project and will be restored in the 2019 capital budget.</p> <p>PC Schmitt stated his desire to move ahead on the project so the Port can clean up the utility mess and address the corner widening at Marina Way and Larch St. Eckman noted the Port needs more fill material at Bingen Point and the additive item to level Lot 9 is a good investment. He explained Lot 9 is currently full of non-structural fill and without this work, the Port would not be able to accept additional fill as it becomes available. Thornsbury said the Port has other areas where fill could be placed, but they would require moving the material again at added cost.</p>	
<p>Executive Director's Report SR-35 Bridge Replacement</p>	<p>ED Thornsbury noted a meeting was held with two commissioners, the executive director, and project manager for the Port of Hood River, the mayors of Bingen and White Salmon, PC Vinyard, ED Thornsbury, Klickitat County Commissioner Rex Johnson, and Senator Curtis King. Thornsbury stated it was an introductory meeting where various issues were discussed and information shared, but no decisions were made.</p> <p>Thornsbury said there maybe a follow up meeting. Vinyard said it was a good start and let the Port of Hood River know the Washington entities want to be partners and the Washington communities want to have representation in the decision making process for a new bridge. Vinyard expressed surprise that it seemed the Port of Hood River commissioners were not fully aware of the position of the Washington entities.</p>	
<p>Marina Way Sinkhole</p>	<p>ED Thornsbury said the investigation has been completed and provided a report. He noted the report showed there has been water movement in</p>	

<p>Executive Director's Report cont... Marina Way Sinkhole</p>	<p>the general area, but it is unclear if it caused or affected the sink hole. Thornsberry added the report makes reference to two voids under the walking path and the contractor has been asked to clarify if one of the two is the existing sinkhole.</p> <p>Thornsberry explained in 2010/2011 the water in the canal south of Marina Way tested positive for chlorine and an investigation was done to see if there was a leak in the water main running north of the road. While locating the main in an area where a leak was suspected, the main was damaged and subsequently repaired. The damage likely destroyed any evidence of the leak and any opportunity to confirm its existence.</p> <p>Thornsberry said once the Port receives clarification regarding the voids detected, a change order may be issued to fill the sinkhole and patch the asphalt multi-use path. Thornsberry noted the report did not indicate any voids under the road that would constitute a safety risk.</p>	
<p>Spruce Street Drainage Project</p>	<p>ED Thornsberry said the Spruce Street Drainage Project was to start on Monday, but the contractor is mobilizing equipment today so work is expected to start tomorrow.</p>	
<p>BPBP Lot 8 Impairment</p>	<p>ED Thornsberry reviewed the impact of the proposed underpass on Bingen Point Business Park Lot 8 and explained the efforts of the Washington State Department of Transportation (WSDOT) to establish a wetland rating for Bingen Lake. He added WSDOT staff conducted an on-site inspection and determined the Lake would likely be a Category 3.</p> <p>Thornsberry stated proper scoring for two elements of the classification was uncertain and clarification could result in a Category 2 rating. He noted there are four categories from one, the lowest value, to four, the highest value and added WSDOT is investigating and will be providing additional information on appropriate scoring.</p>	

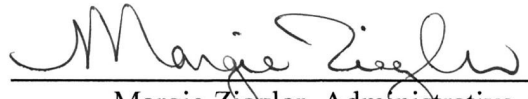
Executive Director's Report cont... BPBP Lot 8 Impairment	Thornsbury said the Port of Camas-Washougal, Port of Longview, and Port of Vancouver are dealing with similar wetland exchanges. He explained Ecological Land Services (ELS), an environmental consultancy, was contacted, reviewed the proposed exchange concept, and considered it a reasonable approach. Thornsbury noted an ELS representative will be conducting a more thorough assessment on-site in the near future.	
Office Equipment	ED Thornsbury noted the Port has leased a replacement copier with a \$1 buyout option at the end of the lease.	
Commissioners Remarks	<p>PC Schmitt talked about the MCEDD transportation program and plans to have various routes with transfer points to allow individuals to travel between Goldendale and Portland. He added worker transport issues between Goldendale and east Klickitat County are also being assessed.</p> <p>PC Herman said he was unable to attend the Southwest Washington Regional Transportation Council (SWRTC) meeting on August 7.</p>	
Public Comment	<p>Tammy Kaufman, Insitu/Rotary, said Insitu will be donating a scan eagle to the WAAMM Museum in Hood River. She also spoke about Rotary's foreign exchange program. Kaufman asked the PC to consider moving public comment to the beginning of the meeting. PC Herman noted he had recently attended another meeting where someone asked that public comment be moved from the beginning of the meeting to the end.</p> <p>Andy Mack, Zepher, asked if the Port's attorney attends Commission meetings and what work s/he does for the Port. ED Thornsbury explained the Port's attorney is a contractor, not an employee, and attends PC meetings only when needed. Thornsbury added the Port's attorney reviews lease documents, provides advice regarding potential liabilities, and handles questions regarding statutory and other legal requirements, among other things.</p>	

Public Comment cont...	<p>Mack asked if the purpose of the Workshop is to come up an overall strategic plan or to create a budget. Thornsbery said the discussion would likely involve a high-level review of the Port, available resources, and broad objectives rather than specific goal setting or developing a strategic plan.</p> <p>Tammy Kaufman, Insitu/Rotary, asked if members of the public could attend the Workshop. Thornsbery replied all Port Commission meetings are open to the public.</p>	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:23 PM.	

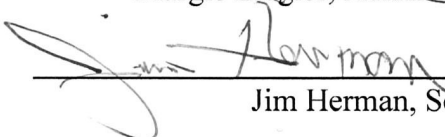
Approved on September 18, 2018
 (Date)



 Marc Thornsbery, Executive Director



 Margie Ziegler, Administrative Assistant



 Jim Herman, Secretary