

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Marc Thornsby; Staff Accountant (SA) Margie Ziegler; and Administrative Assistant (AA) Bonita Snyder. PC/Staff Absent: None. Guests Present: None.	Meeting called to order by PC Vinyard at 4:30 PM.
Administrative Matters Approval of Minutes Approval of Vouchers Resolution No. 8-2019 Dallesport Industrial park Water Rates	Minutes – November 19, 2019 Payroll Vouchers – December 5, 2019, #D12467-D12482, \$10,553.24. Vouchers – December 10, 2019, #27969-27990, \$16,439.23. PC Vinyard asked for clarification on the usage rates presented. He also questioned the amount of the meter tampering fines and expressed concern they were not sufficiently high to act as a deterrent. Thornsby noted they had been previously increased at the urging of the PC and suggested reassessing the amount if actual tampering were to occur. SA Ziegler stated she had shared the rates with the Klickitat PUD and was told it charges actual damages (costs and labor) for tampering. She added the PUD representative believed a fixed amount would simplify the process of charging a tamper fee.	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 Schmitt M to approve Resolution No. 8-2019, PC Herman S, MP 3-0.
Old Business		
New Business Washington Public Ports Association Alternative Trustee	ED Thornsby reminded the PC it had previously appointed him as the trustee representing the Port on the Washington Public Ports Association (WPPA) board. He briefly reviewed recent difficulties in contacting trustees and establishing a quorum experienced by WPPA during the process of appointing a new Executive Director and its realization alternate trustees that can act when primary trustees are not available	PC Schmitt M to nominate PC Vinyard as alternate trustee for the Washington Public Ports Association, PC Herman S, MP 2-1.

	<p>have not been appointed for many ports. Thornsbury explained WPPA has requested the Port appoint an alternate trustee. PC Vinyard cautioned the appointment would be dependent upon the commissioner remaining in office and, if that were to change, a reassignment would be necessary. Thornsbury explained the appointment is flexible and another commissioner could be appointed at any time with that information provided to WPPA.</p>	
<p>Columbia River Gorge Commission Gorge Management Plan – Economic Development</p>	<p>ED Thornsbury explained the Columbia River Gorge Commission (CRGC) is updating its Gorge Management Plan and has been addressing the Economic Development section of that plan through a working committee that includes Pat Albaugh, Port of Skamania Executive Director, who represents Washington ports.</p> <p>PC Schmitt stated he had a number of concerns with the currently proposed language of the section. Thornsbury acknowledged Schmitt’s concerns and noted the CRGC has opened a period during which comments regarding the proposed Economic Development section language may be submitted. He explained that, anticipating PC concerns, staff drafted a comment letter for possible submission based on information provided by the PC through various discussions that have occurred over time and concern the plan does not take into account the economic development impacts of the National Scenic Area. Thornsbury added this is an opportunity for the Port to weigh in on this topic.</p> <p>Schmitt expressed opposition to certain language in the proposed section he felt could be interpreted as giving the CRGC control over water and energy. Thornsbury explained the update process is now far enough along it will be difficult to make specific changes. He added the letter is forward-looking and intended to encourage the CRGC to abandon a separate economic development section in favor of incorporating consideration of economic development impacts throughout the plan whenever the CRGC takes action. Thornsbury noted the CRGC does not</p>	<p>PC Schmitt M to authorize the Executive Director to consult with Klickitat County and issue a letter representing the perspective of the PC with latitude for minor content revision, PC Herman S, MP 3-0.</p>

	<p>appear to assess the economic impact of a decision so people do not have an opportunity to weigh the economic loss against the resource protection gained or determine if it maximizes the net benefit to the community. He added bringing economic data to the table would support informed decision making and expressed his belief the CRGC is obligated to collect all relevant data before reaching a conclusion.</p> <p>Thornsbury asked the PC if there were other elements it would like included in the letter. Schmitt expressed his belief the letter accurately represents the position of the PC. PCs Vinyard and Herman concurred. Thornsbury noted the deadline for comments would occur before the next PC meeting and requested permission to engage with Klickitat County and modify the letter to address any concerns expressed provided the fundamental aspects and general tenor of the letter were not altered.</p>	
January Meeting Schedule	ED Thornsbury stated the next regularly scheduled meetings would be held January 7 and January 21. He proposed canceling the meeting on January 7. PC Herman said he would be available for the January 21 meeting via conference call.	By consensus the PC directed staff to cancel the meeting on January 7, 2019.
Vacation Buyout	ED Thornsbury requested a vacation payout of 160 hours, noting there are 2,080 hours in a normal work year and he had worked 2,480 hours as of December 4. PC Schmitt stated he would prefer to see Thornsbury take some time off. Vinyard concurred.	PC Schmitt M to pay ED Thornsbury 160 hours of unused vacation, PC Herman S, MP 3-0.
Executive Director's Report Lot 39 Cleanup	<p>ED Thornsbury noted previous estimates of the amount of scrap on DIP Lot 39 omitted the steel piping in the booster pump station and expressed his belief the additional material would allow the Port to meet the minimum requirement of 6,000 pounds to have a metal recycling dump box delivered free of charge.</p> <p>PC Schmitt suggested maintenance staff could haul the scrap metal if the Port has a functional dump truck, but expressed concern the cost of staff time might exceed the amount received for the scrap. He added an</p>	By consensus the PC directed Schmitt to work with maintenance staff to prepare scrap for disposal or to secure the services of a third party if the work proves to be sufficiently time consuming.

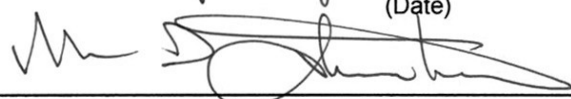
	<p>individual has indicated a willingness to sign a hold harmless agreement and remove the steel without cost to the Port. Discussion followed regarding the value of maintenance staff time versus scrap value. PC Herman asked how much a dump truck could haul. Schmitt offered an estimate of 4 tons. Herman stated he believed the resulting revenue would be insufficient to cover the staff cost to of delivering a load of scrap to Portland. Schmitt agreed.</p> <p>PC Vinyard questioned whether maintenance staff would have time to address the cleanup of scrap material. Thornsby said it would be possible during winter when conditions prohibit work on other projects, but added it would not make sense if the cleanup work were to occur in summer. Schmitt expressed his desire to see the lot cleaned up quickly. Thornsby suggested maintenance staff first spend some time collecting and preparing scrap metal. He added if progress is quickly made, work could proceed, but if progress is slow or the work is difficult, a third-party could be brought in to remove the scrap.</p> <p>Schmitt noted he inspected the wood materials on Lot 39 and found the glulam beams stored outside to be in poor condition due to exposure and the material stored inside to have suffered some damage due to rough handling during removal. He suggested finding someone to take the material for the cost of removal or having maintenance staff transport it for disposal. PC Herman suggested selling it as firewood. Schmitt explained the glulam beams could not be burned due to the glue and other chemicals in them. Thornsby concurred, adding this would prevent their sale as firewood.</p> <p>Schmitt provided photographs showing various materials stored on Lot 39. He noted there is approximately 200 feet of chain link fencing in good condition that will require storage. Thornsby suggested using the decommissioned booster pump station once the pipe is removed. Schmitt</p>	
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	added the building on Lot 39 is in very poor condition with rust along the bottom of the wall panels and doors in extremely poor condition. He stated his belief someone might take the building for the value of the scrap metal.	
SR-35 Bridge Update	ED Thornsby provided updated financial information concerning the SR-35 bridge revenue and expenses and noted the Port of Hood River has announced a meeting with Klickitat County and the cities of Bingen and White Salmon. PC Vinyard asked if the Port should be present at the meeting to reiterate the expectations regarding the bridge it adopted in 2018 and highlight continuing efforts to exempt regional bridges from the requirement that a bridge receiving federal funds must use its toll revenue only for bridge operations and maintenance. PC Herman reminded the PC the current proposed bridge alignment crosses over County property, so a partnership will be necessary.	
New Equipment	<p>Thornsby answered questions about the JCB loader backhoe posed by the PC during the previous meeting. Thornsby stated he viewed the JCB 1CXT in person and was impressed, adding the unit had accurately been characterized as a large machine that had been scaled down, not a small machine that had been scaled up. He reported JCB is a British company, but it has a strong presence in the eastern U.S. with the 1CX series manufactured in the state of Georgia. PC Herman noted his previous concerns regarding parts availability no longer appeared to be applicable based on his conversation with a local JCB equipment owner.</p> <p>PC Schmitt expressed his preference for a wheeled versus tracked model due to the ease of travel over asphalt. Thornsby noted the wheeled version could be less stable on unfinished surfaces, but would otherwise likely be a better choice for the Port. He added the tracked model is approximately 2,000 lbs heavier than the wheeled model, making a tracked vehicle more difficult to transport without needing a Commercial Driver's License (CDL).</p>	By consensus, the PC requested a demonstration of the JCB 1CXT on a date and time acceptable to those involved.

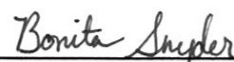
	<p>Schmitt asked if the 1CX was compatible with Bobcat attachments. Thornsby replied it uses a universal quickhitch that is compatible with conventional Bobcat attachments. He added the seller offered to deliver a 1CXT for demonstration purposes and asked if the PC desired a hands-on trial at the next meeting. PC Herman requested any trial take place before the meeting so it could be conducted in daylight.</p> <p>Schmitt asked if comparable machines from other companies had been investigated and expressed his opinion all backhoes like the 1CX are useless. Discussion followed concerning when the 1CXT should be available for trial. Vinyard stated he was not an equipment operator and would like to see people with experience in the machine and provide an authoritative opinion. Herman added he did not need to be involved and would accept the opinion of other experts. As a result, Thornsby asked if the demonstration needed to coincide with a PC meeting.</p>	
Cost of Living Adjustment	Thornsby reported the Cost of Living adjustment as 2.06% to follow up on the motion made during the November 19, 2019 meeting.	
Commissioners Remarks	<p>PC Vinyard stated the Klickitat County Public Economic Development Authority (KCPEDA) is seeking board representatives for 2020, adding he would be willing to continue serving on the KCPEDA board.</p> <p>Vinyard stated KCPEDA is updating the Klickitat County portion of the Mid-Columbia Economic Development District (MCEDD) Comprehensive Economic Development Strategy (CEDS) and requested an update on the Port's projects. Thornsby stated his belief there was no change to the list of projects for which the Port might seek federal funds, but stated he would confirm the list was up to date. Vinyard reported the Goldendale Broadband Study has been completed and KCPEDA will use the study to develop broadband capabilities in Goldendale. He added KCPEDA is also working on creating a buildable lands inventory.</p>	By consensus, the PC approved Vinyard's continued service on the KCPEDA board.

	<p>Vinyard suggested considering a snow removal contract if additional resources were needed during a snow event. PC Schmitt expressed belief additional help would not be required given the people and equipment available. Vinyard stated a backup plan might be appropriate. Schmitt noted maintenance staff had arranged for some assistance from the City of Bingen with road clearing.</p> <p>Schmitt described problems the MCEDD experienced with an engineering firm. He suggested the Port hire a consultant to draft the bid for the Lot 39 building, but cautioned it should be a firm with a good reputation.</p> <p>PC Herman reported he was unable to attend the Southwest Washington Regional Transportation Council meeting due to illness.</p>	
Public Comment		
Adjournment	PC Vinyard adjourned the PC Meeting at 5:56 PM.	

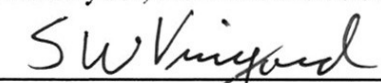
Approved on January 21, 2020
 (Date)



 Marc Thornsbury, Executive Director



 Bonita Snyder, Administrative Assistant



 Wayne Vinyard, President