

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Margie Ziegler; and Administrative Assistant (AA) Bonita Snyder. <b>PC/Staff Absent:</b> None. <b>Guests Present via teleconference:</b> John Streur, L77.	Meeting called to order by PC Vinyard at 4:30 PM.
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – February 2, 2021.  Vouchers – February 4, 2021, #28490-28501, \$57,592.90.  Payroll Vouchers – February 5, 2021, #D12822-D12837, \$11,928.31.  Vouchers – February 10, 2021, #28502-28510, \$7,979.58.  Payroll Vouchers – February 19, 2021, #D12822-D12837, #28511, \$10,774.29.	PC Schmitt M to approve the February 2 minutes, PC Herman S, MP 3-0.  PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0.
<b>Old Business</b>	None.	
<b>New Business</b> Potential DIP Tenant – L77	ED Ziegler stated she first talked to Mr. John Streur, L77 Ranch, in December and asked him to introduce his business to the Commission.  Streur introduced the L77 Ranch which is a cattle ranching operation and has grown to include sale of firewood. He said producing firewood was added to the business as an environmentally conscious way to thin forests on the ranch. He noted he believes he can expand the firewood business locally by purchasing logs too small for mill processing. He stated their current ranch is not optimal for year around processing and manufacturing as it is not easily traversable in winter weather. As such, he is seeking a site location for firewood processing which would allow	

<p><b>New Business (cont.)</b> Potential DIP Tenant – L77 (cont.)</p>	<p>him to erect a pole barn for firewood storage. Streur stated he would like to erect the pole barn on a 50x60' concrete pad for dry storage with an additional 50x60' concrete pad outside the building as a processing floor. He noted he was interested in Dallesport lots with access to water, sewer, and power.</p> <p>Streur added he was additionally interested in exploring site options for a potential Ecommerce business to facilitate online purchasing and distribution of foods, connecting local businesses to larger markets. He noted an Ecommerce business would require broadband and asked what was fiber/broadband options were available in the Dallesport Industrial Park. Discussion followed about telecommunication access in the Dallesport Industrial Park and related areas.</p> <p>PC Schmitt asked what size of lot was needed. Streur stated he was interested in one acre. PC Vinyard asked if more space was needed for winter stockpiles. Streur noted he was not expecting to expand greatly as his goal is to only serve local markets. He indicated he would expect a maximum of a couple log trucks per week. Discussion followed about potential placements. Ziegler asked if Streur expected to need room to expand for equipment. Streur stated he would like to have the option to expand if possible, including the potential of creating a small office building if the Ecommerce business takes off.</p> <p>Schmitt suggested Ziegler and Streur set up a meeting onsite to review options in person. Ziegler asked the PC if there were any sites they were opposed to. Ziegler asked Streur if he was open to a long term ground lease. Streur said he was. PC Vinyard suggested making a timber industry cluster within the Industrial Park.</p>	
<p><b>New Business (cont.)</b> Industrial Development Funds</p>	<p>ED Ziegler stated the Port still has a balance from the IDD Tax Levy collections and stated it can only be used for Economic Development. She proposed moving the balance to the General Fund so the funds can</p>	<p>PC Herman M to move the current balance of the IDD Tax Levy \$56,968 to the General Fund to be used for</p>

<b>New Business (cont.)</b> Industrial Development Funds (cont.)	<p>be used to pay expenses for the construction of the 151C Building.</p> <p>PC Vinyard asked if the funds could be utilized for development in Bingen Point. Ziegler said the Port's immediate need for Economic Development funds was for the 151C building. PC Herman recommended applying the IDD balance toward the 151C building in order to maintain monies in the Local Government Investment Pool Fund for future projects.</p>	payment of the construction of the 151C Building, PC Schmitt S, MP 3-0.
<b>Executive Director's Report</b> DIP Potential Tenant - AAE	ED Ziegler stated Mike Bartlett, American Aerospace Engineering (AAE), was awarded a contract. She added she needed to coordinate with PC Herman to determine lease rates for the 151C building. Herman suggested the Port investigate the market rate for buildings in the County, including those at Dallesport Airport. PC Schmitt cautioned pricing should be competitive with consideration of local resources. PC Vinyard noted the rate should be competitive for any interested industry.	
<b>Executive Director's Report (cont.)</b> NW Boundary Fill Project and Change Order	ED Ziegler stated she spoke with Darrin Eckman, Tenneson Engineering, about coordinating with Crestline Construction to finish the NW Boundary Fill Project. Ziegler said the Port is waiting on dry soil conditions to finish the project. She said she requested cost estimates from Tenneson Engineering for a change order to raise the berm if fill material becomes available.	
<b>Executive Director's Report (cont.)</b> DIP 151C Building Update	PC Schmitt shared pictures of the 151C building frame being erected and noted the building insulation is being stored in the 151B Building (old Lot 39 building). ED Ziegler announced there was a construction meeting scheduled for Feb. 17. She added NW Natural plans to complete work on March 8. Ziegler stated Dana Hale, Hale Construction, is still trying to coordinate with Century Link to place conduit. Discussion followed about other communication providers.	
<b>Executive Director's Report (cont.)</b> Potential DIP Tenant – Hamilton	ED Ziegler stated Hamilton Construction is very interested and she has been working on developing the lease. Ziegler noted Hamilton Construction has been in communication with Darrin Eckman, Tenneson	By consensus, the PC directed ED Ziegler to offer the 151B Building to Hamilton for a lease rate of \$500 per

<p><b>Executive Director's Report (cont.)</b> Potential DIP Tenant – Hamilton (cont.)</p>	<p>Engineering. Eckman determined the cement pad must be a minimum of 6” cement over 6” of rock. Hamilton Construction plans to do a 9” deep pad over 9” of rock supported with rebar, which exceeds Eckman’s requirements. Ziegler said Eckman is working with Hamilton to determine placement. She added Hamilton will only gravel up to the NW Natural easement on Lot 38. Ziegler noted they are interested in placing job trailers on Lot 39, using the RV Spots, as well as using the 151B Building. Ziegler stated she worked with PC Herman to determine a lease rate of \$0.25 per sq. ft. Ziegler said when the building was offered at that rate, Hamilton replied the building space would be a luxury rather than a necessity.</p> <p>PC Schmitt said the footprint of the building is 3,000 sq. ft. but only about 2,400 sq. ft. is usable. He added he personally would not be willing to pay \$750 a month for the building. Herman asked what Schmitt felt was a reasonable rate. Schmitt said he thought \$500 per month was reasonable.</p> <p>Schmitt asked if the Port wanted to invest a small amount of money to fix up the doors, the roof, and electrical in order to lease the building until the new 151B building is built. PC Vinyard added he would like to see a restroom facilities there as well as storage space for Port maintenance. Schmitt suggested partitioning the building to provide maintenance space. Herman asked if equipment would need to be stored inside the building. Discussion followed concerning the value of the building and the proposed area for lease. Schmitt said he did not want to invest too much into the building as it would be replaced. Herman stated if the Port invested \$2-10K in repairs then leased the building for 10 years the Port would recuperate its investment.</p> <p>Ziegler requested setting a meeting up with Schmitt and the Maintenance</p>	<p>month.</p>
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<p><b>Executive Director's Report (cont.)</b> Potential DIP Tenant – Hamilton (cont.)</p>	<p>staff in order to get a sense of what needs to be done and the feasibility of the repairs. Schmitt said the maintenance staff had the skills between them to complete the renovations if the electrical alterations were hired out.</p> <p>Ziegler noted Hamilton is looking at other options to dispose of the crushed concrete panels and will not use Port property for a fill site.</p>	
<p><b>Executive Director's Report (cont.)</b> General Updates</p>	<p>ED Ziegler noted the Department of Transportation has an end date of November 22, 2022 for The Dalles bridge project.</p> <p>Ziegler shared an article about the Hood River-White Salmon Bridge. PC Herman stated he would like to see the Port step forward to be more actively involved with the planning meeting for the new Hood River-White Salmon Bridge.</p> <p>Ziegler shared information from Pacific Northwest Waterways Association (PNWA). Ziegler reminded the PC they had chosen to not renew membership for 2021. Herman stated PNWA could be an asset. Schmitt stated he disagreed with the position they had taken on supporting the Port of Cascade Locks in the past. PC Vinyard stated if the ED had a working relationship with the PNWA where they can be an asset, the Port should pay dues. If that changes, or they are not representing the Port's interests, the Port should withdraw membership. Ziegler stated she felt PNWA was a well connected organization that would help the Port access useful resources.</p> <p>Ziegler shared information she received from James Dean Construction regarding a cement company interested in moving rock via barge. She said they are being approached about prepaying 300,000 tons of rock at the current royalty price with the ability to purchase the rock over the next two years. She said James Dean's contract continues until September 2022 and they would like to renew for five years. Ziegler</p>	<p>PC Herman M to pay the 2021 dues for PNWA. PC Schmitt S, MP 3-0.</p>

<b>Executive Director's Report (cont.)</b> General Updates (cont.)	<p>stated she was interested in finishing the mine permit. Vinyard asked if the Port should bring in a subject matter expert to evaluate its royalty rate. Vinyard noted the Port has had to be cautious in the past about companies controlling rock demand. Vinyard requested Darrin Eckman, Tenneson Engineering come in and give a tutorial on the mining reclamation plan. Vinyard asked where the Port's mining operation would be left if James Dean decided not to renew. PC Schmitt stated he would like clarification on the reclamation plan. Ziegler said Dean's has also discovered large rock face. Ziegler suggested once the Hamilton lease is finished, the mine should be top priority.</p> <p>Ziegler stated she spoke with the Community Economic Revitalization Board (CERB) and they are hopeful of getting (depending on enacted legislation) \$25 million by May, which may open up funding for planning grants. Ziegler said this may allow the Port the opportunity for getting grant funds for feasibility studies, utility plans, etc.</p> <p>Ziegler stated she is working with Scott Pimley, Insitu, regarding building lighting. Ziegler noted some fixtures may have been disconnected as part of the Dark Sky Initiative. She said she will continue to work with Scott on the lighting upgrade.</p> <p>Ziegler shared an email of appreciation received from Insitu regarding the snow clearing efforts of Port staff. Ziegler asked how employee pay should be handled when snow events fall on holidays. Discussion followed regarding how it was handled in the past. Vinyard stated each snow event is unique and expressed the opinion the Port does not need a snow "plan" but a strategy in place allowing action plans for each event to be efficiently created. Schmitt noted when he spoke to Insitu staff last year, Insitu's main objective was to get an assurance of cooperation. Ziegler stated Insitu staff supported Port staff with sidewalk clearing.</p>	<p>By consensus, the PC directed ED Ziegler to pay McClain for hours worked on the holiday and to not to adjust work hours in the week.</p>
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<b>Commissioners Remarks</b>	<p>PC Vinyard stated he was pleased with the plan for dealing with crisis issues and thought the Port was working well with the contractor in Dallesport.</p> <p>PC Schmitt stated the one year evaluation for the Mid-Columbia Economic Development District (MCEDD) director is coming up. He reported MCEDD's LINK program received two new transport buses. Schmitt said he saw a trash pile in Dallesport that should be addressed before it grows and added the Port will need to be watchful to prevent transient dwellings becoming established in Dallesport Industrial Park. Ziegler noted the Army Corps Park Ranger also has been in touch.</p> <p>PC Herman stated he drove around the Dallesport Industrial Park to better understand the property and to see the 151C Building construction.</p>	
<b>Public Comment</b>	None.	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 6:05 PM.	

Approved on March 2, 2021  
 (Date)  
SW Vinyard  
 Wayne Vinyard, President

Bonita Snyder  
 Bonita Snyder, Administrative Assistant  
Jim Herman  
 Jim Herman, Secretary