

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt, Wayne Vinyard; Executive Director (ED) Margie Ziegler; and Administrative Assistant (AA) Bonita Snyder. PC/Staff Absent: None. Guests Present: None.	Meeting called to order by PC Vinyard at 3:16 PM.
OPMA/PRA Training	All present commissioners and staff participated in an Open Public Meetings Act and Public Records Act training.	
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – August 2, 2022. PC Vinyard noted the Open Public Meetings Act and Public Records Act trainings recommended basic minutes focused on action items. Vouchers – August 16, 2022, #29174-29194, VOID #29186, \$89,086.50. Payroll Vouchers – August 19, 2022, #D13271-D13279, #29195, \$12,251.40.	PC Schmitt M to approve the minutes, PC Herman S, MP 3-0. PC Vinyard M to minimize written discussion in future minutes, PC Schmitt S, MP 3-0. PC Vinyard M to approve the vouchers, PC Vinyard S, MP 3-0.
Old Business BPT Bldg 1A Kerrits Remodel	ED Ziegler noted Eckman reviewed the most recent plans and found no issues with Kerrits plan. Ziegler stated she reached out to a roofing contractor to assess the condition of the roof. Vinyard stated he would like to know about the roof metal thickness.	
New Business DIP Barge Dock/Staging Area	ED Ziegler noted the Log Yard requested exclusive use of the staging area through the end of the year. Ziegler said she and Herman visited the log yard. Herman noted the daily staging area rate has not been adjusted since 2008. Ziegler proposed discussing the rate during the budget process. Ziegler stated there is no operating agreement or lease associated with the staging area rates. Herman proposed a rate increase	PC Herman M to allow the Log Yard continued use of the staging area on a daily basis through December 31, 2022, and the daily rate will increase to \$28.00 per day effective January 1, with annual escalation based on CPI

<p>New Business (cont.) DIP Barge Dock/Staging Area (cont.)</p>	<p>effective January 1, 2023. Vinyard stated he supports the industry and feels it is important to the local community, but wants to manage the Port's resources effectively. Discussion followed about material management, roadway access and future improvements.</p>	<p>starting March 1, 2024, PC Schmitt S, MP 3-0.</p>
<p>Executive Director's Report 2022-03 BPT Lot 9 Boundary Fill</p>	<p>ED Ziegler stated Aaron Kreps, Artistic Excavation submitted a quote for the change order to correct to the manhole cover. She noted the footprint for Lot 9 was established within the permit timeline.</p>	
<p>Executive Director's Report (cont.) DIP 151C Office Construction</p>	<p>ED Ziegler stated AA Snyder took photos of the office. The office has been repainted but still needs a collar around the HVAC exterior cabling.</p>	
<p>Executive Director's Report (cont.) DIP Mine Expansion Permit</p>	<p>ED Ziegler stated she has researched the information provided to James Dean Construction when they became the operator for the Quarry.</p>	
<p>Executive Director's Report (cont.) PNWA Projects List</p>	<p>ED Ziegler noted where the Port is listed and made suggestions of additional projects to list with the Pacific Northwest Waterways Association.</p>	
<p>Executive Director's Report (cont.) General Updates</p>	<p>ED Ziegler stated the Port received its first CERB reimbursement for the feasibility study.</p> <p>ED Ziegler discussed what was needed in order to submit for a RCO grant. Discussion followed about what has been accomplished and what still needs to be done in order to apply for the RCO grant.</p> <p>ED Ziegler provided updates on her attendance at the Underpass meeting. She noted the Washington State Department of Transportation has requested Senator King stay involved.</p> <p>Ziegler reported the City of Bingen is considering raising water rates and discussed the changes as compared to the Port's rates in Dallesport.</p> <p>Ziegler stated she has scheduled to meet with the PUD August 30th</p>	

<p>Executive Director's Report (cont.) General Updates (cont.)</p>	<p>regarding the Water System Management Agreement.</p> <p>Ziegler reported action had to be taken to discourage trespassers in the Wetland.</p> <p>Ziegler stated Hamilton offered to sell the canvas canopies they are using to the Port. Ziegler said she inspected them with Darrin Eckman, Tenneson Engineering and did not recommend the purchase.</p> <p>Ziegler reported Port signs and power boxes were tagged with signage targeting Insitu. She said she coordinated with Insitu who handled cleanup and investigation.</p> <p>Ziegler noted the Washington State Auditor's Office will perform the three year audit starting September 19th. She said the audit will be remote this year.</p> <p>Discussion followed about BNSF use of DIP Lot 8.</p> <p>Ziegler said Jerry Kitchen, the Port's new Maintenance Technician, started August 15, 2022.</p> <p>PC Schmitt asked what the weight requirements were for the bridge over the rail to the DIP barge dock. Ziegler stated she has seen documentation stating the bridge is constructed to handle street legal traffic. Discussion followed about ensuring a weight limit was communicated to future users.</p>	
<p>Commissioners Remarks</p>	<p>PC Vinyard stated he received slides for presentations from the Commissioners Seminar and would like to share them. Vinyard said he will email them to AA Snyder for distribution.</p>	
<p>Public Comment</p>	<p>None.</p>	

Executive Session Leasing Prices	Vinyard called an executive session at 6:28 PM pursuant to RCW 42.30.110(1)(c) for a period of one hour. The executive session was extended by one-half hour. Vinyard adjourned the executive session at 8:04 PM. No action was taken in the executive session.	
Adjournment	PC Vinyard adjourned the PC Meeting at 8:04 PM.	

Approved on September 6, 2022
 (Date)

Margie Ziegler
 Margie Ziegler, Executive Director

Bonita Snyder
 Bonita Snyder, Administrative Assistant

SW Vinyard
 Wayne Vinyard, President