

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:</b> None.	Meeting called to order by PC Vinyard at 4:30 PM.
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – September 20, 2022.  Vouchers – October 4, 2022, #29227-29236, \$3,860.75.  Payroll Vouchers – October 5, 2022, #D13305-D13320, \$13,675.87.	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.
<b>Old Business</b> BPT Bldg 1A Kerrits Remodel	ED Ziegler stated the Port Attorney has been working on an assignment and lease amendment to reduce the leased area for the tenant in suite E.  Ziegler noted the HVAC in the upstairs of suite C is not repairable and requires replacement.  Discussion followed about the Port's expense related to the proposed remodel. Discussion followed about HVAC needs for proposed remodel and future divisibility.  Ziegler stated an employee from Brown Roofing installed a collar and flashing to fix known leaks.	
<b>New Business</b>	None.	
<b>Executive Director's Report</b> 2022-03 BPT Lot 9 Boundary Fill	ED Ziegler said the manhole extension is anticipated to be complete next week.	

<b>Executive Director's Report (cont.)</b> DIP 151C Office Construction	ED Ziegler stated the office construction work has been completed, but the final invoice has not yet been paid.	
<b>Executive Director's Report (cont.)</b> DIP Mine Expansion Permit	ED Ziegler noted Darrin Eckman, Tenneson Engineering was focused on the water system in order to meet USDA grant timelines, and work on the mine expansion permit would be paused until the water system project is out to bid.	
<b>Executive Director's Report (cont.)</b> Budget Workshop – October 18 <sup>th</sup> 11:00 a.m.	ED Ziegler confirmed the workshop time.	
<b>Executive Director's Report (cont.)</b> 4 <sup>th</sup> Qtr Strategic Planning	The commissioners requested clarification on the provided staff report. ED Ziegler provided additional detail and updates.	
<b>Executive Director's Report (cont.)</b> OPMA Compliance	ED Ziegler reviewed the Open Public Meetings Act (OPMA) guidelines regarding announcing the end time instead of duration of Executive Sessions. She recommended setting an alarm to make a determination on closing or extending the session. Discussion followed about the MRSC Checklist for Local Governments. PC Vinyard requested the checklist be made available during future meetings with executive sessions.	
<b>Executive Director's Report (cont.)</b> General Updates	<p>ED Ziegler shared the progress of the accountability audit.</p> <p>Ziegler noted there was a potential tenant interested in locating a school at Bingen Point. After discussion with Klickitat County, Ziegler learned the tenant would require a conditional use permit. Ziegler expressed safety concerns. Discussion followed about possible locations.</p> <p>Ziegler stated 12.38 tons of bark, as well as some broken logs have been moved from the Log Yard. Ziegler said the Log Yard is going to move forward with pulp logs. Ziegler provided a brief overview of tonnage rates. Discussion followed about re-evaluating wharfage and moorage rates. PC Schmitt noted dolphins along Lot 46 would allow for one</p>	By consensus, the PC agreed Bingen Point should be kept for manufacturing and industrial use.

<b>Executive Director's Report (cont.)</b> General Updates (cont.)	<p>barge to park out of the way, increasing the opportunities for a multi-use dock.</p> <p>Ziegler summarized her meeting with the PUD discussing the Operations and Maintenance manual and responsibilities for the DIP Water System. Ziegler stated the focus of the meeting was to simplify purchasing and emergency repair processes.</p> <p>Ziegler shared a grant opportunity for industrial planning on 100 or more contiguous undeveloped acreage. Ziegler stated she would be working with Richard Foster, Klickitat County Public Economic Development Authority to submit the grant by October 14, 2022.</p>	
<b>Commissioners Remarks</b>	None.	
<b>Public Comment</b>	None.	
<b>Adjournment</b>	PC Vinyard adjourned the PC Meeting at 5:51 PM.	

Approved on October 18, 2022  
(Date)

Margie Ziegler  
Margie Ziegler, Executive Director

Bonita Snyder  
Bonita Snyder, Administrative Assistant

Jim Herman  
Jim Herman, Secretary