

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
Attendance	Commissioner/Staff Present: Port Commissioners (PCs) James Herman, William Schmitt (via teleconference), Wayne Vinyard; Executive Director (ED) Margie Ziegler; Maintenance Technician (MT) David Sauter; and Administrative Assistant (AA) Bonita Snyder. PC/Staff Absent: None. Guests Present: Stefanie Bergh, WA State Department of Fish and Wildlife; Sandra Jonker, WA State Department of Fish and Wildlife; Darrin Eckman, Tenneson Engineering.	Meeting called to order by PC Vinyard at 4:31 PM.
Public Hearing 2024 Budget 2024 Capital Improvement Plan 2024 Comprehensive Scheme Amendment	PC Vinyard opened the public hearing regarding the 2024 Operating Budget, Capital Budget, and Comprehensive Scheme Amendment at 4:30 PM. ED Ziegler stated she included a summary of the budget in the Commission Packets. No public comment was made or submitted. Vinyard closed the public hearing at 4:34 PM. Vinyard opened the regular meeting at 4:35 PM.	
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – October 23, 2023. Payroll Vouchers – November 3, 2023, #D13622-D13638, \$15,141.77. Vouchers – November 7, 2023, #29730-29748, \$41,828.20.	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.
Old Business	None.	
New Business Washington Department of Fish & Wildlife – Bullfrogs	Sandra Jonker, Wildlife Program Manager of the Washington Department of Fish and Wildlife (WDFW) and Stefanie Bergh, WDFW District Biologist introduced themselves. Bergh presented information about bullfrogs, the species they threaten, threatened species of native turtles, and mitigation strategies. Bergh stated WDFW uses a contractor to pursue bullfrog mitigation at night and reviewed some of the questions	By consensus the PC will consider Washington Department of Fish and Wildlife’s proposal.

<p>New Business (cont.) Washington Department of Fish & Wildlife – Bullfrogs (cont.)</p>	<p>raised in correspondence. Jonker stated WDFW is seeking permission to survey and mitigate bullfrogs as the Port’s property is within the 10 kilometer traveling range identified from a target treatment area. Vinyard asked if there was much of a risk as the Port’s property was on the perimeter of the indicated range. Discussion followed about the traveling radius of bullfrogs. PC Vinyard stated the Commission has been very protective of the wetland area due to tenant security and public safety concerns. Discussion followed about the timing of surveys and mitigation efforts.</p>	
<p>Executive Director’s Report Architect/Design Professional Service Search</p>	<p>ED Ziegler stated the Port put a notice in the newspaper in October for Architect/Design Professionals and will continue working on the selection. She noted AKS Engineering had requested to be considered. Darrin Eckman, Tenneson Engineering described the AKS/Tenneson merger effective July 1, 2023.</p>	
<p>Executive Director’s Report (cont.) Wetland Consultant Search</p>	<p>ED Ziegler stated the Department of Ecology has requested the Port complete a wetland delineation and rating. Port staff evaluated the two proposals received from the wetland consultants and AKS Engineering scored the highest. Discussion followed about the project scope and qualifications of AKS Consultant Stacey Reed.</p>	<p>PC Herman M to accept the AKS proposal of \$8,000.00 for Stacey Reed to be the Port’s Wetland Consultant PC Schmitt S, MP 3-0.</p>
<p>Executive Director’s Report (cont.) Dallesport Log Yard Bark Cleanup.</p>	<p>PC Vinyard deferred comment on this item in order to consult with the Port Attorney during Executive Session.</p>	
<p>Executive Director’s Report (cont.) Proposed DIP Tenant</p>	<p>ED Ziegler said she has been working with Port Engineer and Port Attorney on leasing the DIP waterfront lots. Ziegler announced the interested tenant is North Fork Resources.</p>	<p>PC Vinyard M to negotiate and enter into a lease with North Fork Resources PC Herman S, MP 3-0.</p>
<p>Commissioners Remarks</p>	<p>PC Vinyard stated Klickitat County Economic Development Board unanimously supported the \$250,000 request for .09 dollars. The Klickitat County Board will consider the application for .09 dollar at their November 14 meeting.</p>	
<p>Public Comment</p>	<p>None.</p>	

Executive Session	PC Vinyard called an executive session at 5:23 PM pursuant to RCW 42.30.110(1)(i)(iii) and 42.30.110(1)(c) [to discuss potential litigation and potential risks with legal counsel representing the Port when public knowledge of the discussion could have an adverse legal or financial consequence to the Port and to consider the minimum price at which real estate will be offered for lease when public knowledge would cause a decreased price] and announced he expected the session to end at 6:00 PM. At 6:00 PM Vinyard reopened the public session and asked if any extension was needed. By consensus, the PC determined no further extension was needed to the executive session. Pursuant to statute, no action was taken in the executive session.	
Adjournment	PC Vinyard adjourned the PC Meeting at 6:04 PM.	

Approved on November 21, 2023
(Date)

Margie Ziegler
Margie Ziegler, Executive Director

Bonita Snyder
Bonita Snyder, Administrative Assistant

Jim Herman
Jim Herman, Secretary