

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 4:34 PM. ED Ziegler stated PM Sauter is excused from attendance today because he is working on the Well-house #2 Roof.
Administrative Matters Approval of Minutes Approval of Vouchers	Minutes – July 16, 2024. Vouchers – July 31, 2024, #29988-29997, \$5,295.84. Payroll Vouchers – August 5, 2024, #D13847-D13864, #29998, \$18,329.06. Vouchers – August 6, 2024, #29999-30010, \$21,908.60.	PC Schmitt M to approve the minutes, PC Herman S, MP 3-0. PC Herman M to approve the vouchers with a request to have the Gorge Auto Parts invoice #188300 in the amount of \$63.95 verified by Maintenance Lead Jeff McClain to clarify inconsistency with the signature, PC Schmitt S, MP 3-0.
Old Business	None.	
New Business	None.	
Executive Director's Report DIP 153 Building Update	ED Ziegler stated Tom Wood, Wood Family Spirits has provided everything requested to Darrin Eckman, Tenneson Engineering. Ziegler said she met with Wood to discuss lease terms. Wood has indicated a desire to lease all of Lot 38 and Phase 1 of the building footprint. Ziegler noted a cultural survey could be completed on the west portion of Lot 38 and the east side of the rail spur.	

Executive Director's Report (cont.) DIP Proposed Development – Riley	<p>ED Ziegler stated Bob Brashers, Gorge Crete will provide SEPA documents submitted to the Department of Ecology. He will present his project at the August 20 PC meeting.</p> <p>Ziegler noted Port staff searched documents from the Port's sale of property to Dow Chemical for any road maintenance agreement. Discussion followed about road and water usage. PC Herman suggested water rates be evaluated and an in Port property/out Port property water rate structure be developed. Ziegler suggested a public hearing should be held to inform customers of a substantial rate change.</p>	
Executive Director's Report (cont.) PNWA Policies and Projects Review	ED Ziegler noted no changes from the list as presented in the Spring of 2024. The PC submitted no suggestions. Ziegler noted the annual PNWA conference would be held October 1-3, 2024 in Vancouver.	By consensus the PC approved no changes to the project list and ED Ziegler to attend the PNWA conference.
Executive Director's Report (cont.) General Updates	<p>ED Ziegler stated the property insurance deductible has been increased from \$1,000 to \$5,000, and the auto insurance deductible has been increased from \$250 to \$500 for an annual savings of \$5,250.</p> <p>Ziegler said Johnson Controls has been providing maintenance and parts for the 1D HVAC.</p>	
Commissioners Remarks	<p>PC Vinyard reported on the Klickitat County Public Economic Development Authority meeting; he noted the focus was on affordable housing.</p> <p>PC Schmitt stated there is a problem with vandalism in Dallesport. He noted the camp site host practice of offering a free RV spot may attract a night watchman at low cost to the Port.</p>	
Public Comment	None.	
Adjournment	PC Vinyard adjourned the PC Meeting at 5:44 PM.	

Approved on August 20, 2024
(Date)

Margie Ziegler
Margie Ziegler, Executive Director

Bonita Snyder
Bonita Snyder, Administrative Assistant

Jim Herman
Jim Herman, Secretary