

PORT OF KCLICKITAT BOARD OF COMMISSIONERS MEETING MINUTES August 21, 2007 REGULAR SESSION		
TOPIC	DISCUSSION/ASSESSMENT/FINDINGS	ACTION/FOLLOW UP
<u>ATTENDANCE</u>	Commissioners/Staff Present: Port Commissioners (PCs) Norm Deo, Rodger Ford & Wayne Vinyard; Director Marketing/Public Affairs, (DM/PA) James Donnelly; and Administrative Assistant/Bookkeeper, (AA/B) Margie Ziegler; and Port CPA Consultant George Fox. PC/Staff Absent: Port Counsel Teunis Wyers excused. Guests Present: Matt Riley, (Rapid Ready Mix Inc); Mike Canon, (KC Economic Development) and Miland Walling, (CERB Board).	Meeting called to order at 4:00 pm
<u>EXECUTIVE SESSION Personnel -One-half Hour</u>	The public meeting was opened at 4:00pm. An executive session on personnel started at 4:02pm and was expected to last one-half hour. Those present: PC Ford, PC Vinyard, PC Deo, (DM/PA) James Donnelly and Port CPA Consultant George Fox. Executive session adjourned at 4:29pm.	
<u>ANNOUNCEMENT</u>	The regular meeting resumed at 4:30pm and PC Ford announced that (Exec.D) Sherwood has left the position of Director of the Port of Klickitat. He read the press release announcement.	
<u>PUBLIC HEARING Water Rates Increase</u>	PC Ford opened the Public Hearing for water rates at 4:34pm. There was no public comments. PC Ford closed the Public Hearing at 4:35pm.	
<u>COUNSEL'S REPORT</u>	(DM/PA) Donnelly reported that Verizon has the updated lease and the Port is waiting for their review.	
<u>Administrative Matters Consent Agenda</u>	Items approved: Minutes of August 7, 2007 Vouchers - August 15, 2007 Vouchers - August 21, 2007 PC Deo requested a correction to the minutes under Aggregate Operator page 3. " PC Deo expressed that the Port should remain in control of the material until a satisfactory solution is reached between the two operators because Jim Riley has not been given a response to his request for an extension to his interim agreement to 10/31/07. Correction: "Wyers asked for an estimate of rock" not time. (AA/B) Margie Ziegler presented the vouchers. She stated the check to WGEP was the annual property, liability and auto insurance.	PC Deo M, PC Vinyard S a motion to approve the Consent Agenda with corrections to minutes, MP

Comment [1]: 8/31/98 .5 setting up minutes format. 9/1 4:15 agenda setup, meeting @ 4:30-7:20 9/2 11:20-12:15

<p><u>ADMINISTRATIVE MATTERS continued</u></p> <p><u>Esteban Sanchez Performance Review and Salary Adjustment</u></p> <p><u>Financial Report July 2007</u></p> <p><u>Fire Hydrant</u></p>	<p>(AA/B) Ziegler said former (Exec.D) Sherwood completed a six-month employment evaluation for Esteban Sanchez and recommends to the PC that he be made permanent fulltime status and be given a wage increased to \$15.60 per hour on September 5, 2007. PC Ford encouraged Esteban to take advantage of training opportunities.</p> <p>Port CPA Consultant George Fox reviewed the KC Treasurers report, checks and cash balances for the month of July, 2007, and said everything is in order. PC Ford wanted clarification regarding Riley royalties and rail spur use. PC Vinyard had questions regarding the amount budgeted for wharfage. (AA/B) Ziegler said that she will be moving \$200,000 into a '06 Bond Fund repayment account and an additional \$50,000 after receiving the Oct 2007 tax collections per George Fox's recommendation.</p> <p>(AA/B) Ziegler brought to the attention of the PC that the water resolution also need to have language regarding hydrant use by contractors. PC Ford said the Port needs to take into consideration what other agencies are using. (DM/PA) Donnelly said that he asked the people at the last Dallesport Community Council to be on the look out for any fire hydrant use at DIP. The Dallesport Fire Department will report water used. (DM/PA) Donnelly said it is very important for the Port to account for all water pumped and used because of the new DOH Water Efficiency Law. (DM/PA) Donnelly said staff will investigate rates further and determine an equitable rate and include it in the water rate resolution.</p>	<p><i>PC Vinyard M, PC Deo S, a motion to accept former (Exec.D) Sherwood's recommendation to make Esteban Sanchez a fulltime permanent employee and increase hourly wage to \$15.60 per hour on September 5, 2007.</i></p>
<p><u>Executive Director's Report Bingen Point</u></p> <p><u>Bldg 1E Update:</u></p> <p><u>Irrigation Pump & Systems</u></p>	<p>(DM/PA) Donnelly reported that the vapor barrier has been repaired and the valve boxes have been lowered. (AA/B) Ziegler said (Maint. Asst) Sanchez reported that the gutter down spouts still have not been repaired.</p> <p>(AA/B) Ziegler reported that Bryant Pipe has installed the new irrigation pumps and filtration system. HR Irrigation has suggested that Building 1A, 1B and 1D's irrigation system of pop up sprinklers be converted to drip irrigation for efficiency. The quote for the conversion is \$8,250.00. (AA/B) Ziegler said (Maint. Asst) Sanchez reported that the conversion can be done by the Port's maintenance during the winter months. (Maint. Asst) Sanchez has suggested a pump house be constructed to protect the new pump.</p>	<p><i>By consensus, the PC directs the Port Maintenance crew to construct a building to protect the new irrigation pump and to convert the irrigation to drip system during the off season.</i></p>

<u>MISCELLANEOUS</u> <u>Committee Update:</u>	PC Ford: No MCEDD meeting. PC Deo: Next Airport meeting will be August 24. PC Vinyard: Next EDA meeting will be September 13.	
<u>Public Comment</u>	Mike Cannon, KC EDA, invited everyone to come to the Klickitat County Fair and visit their booth. They will have the Port brochures on display as well as other Port tenants. Miland Walling, CERB Board, said new staff from Senator Cantwell's and Murray's offices are scheduling a meeting on September 11, 2007 in Klickitat County. The location has not yet been determined but Walling encourages someone from the Port to attend and share ideas and meet the new staff .	
<u>ADJOURNMENT</u>	The public meeting was adjourned at 6:00pm.	

Approved on: _____
(Date)

Margie Ziegler, Administrative Assistant

Rodger Ford, Chairman