

Port of Klickitat

Board of Commissioners Minutes

Regular Meeting

Date: March 03, 2026

Attendance

Present: Port Commissioner James Herman; Port Commissioner Bill Schmitt; Port Commissioner Wayne Vinyard; Executive Director Margie Ziegler; Property Manager David Sauter; Administrative Assistant Lisa Cunningham.

Absent: None

Guests: None

Call to Order

Commissioner Vinyard called the meeting to order at 4:35 PM.

Administrative Matters

Approval of Minutes

February 17, 2026, Meeting Minutes. Herman motioned to approve the minutes. Vinyard seconded the motion. Motion carried.

Approval of Vouchers

- Accounts Payable Vouchers – March 03, 2026, 30682-30696 — \$20,450.75
- Payroll Vouchers – March 05, 2026, D15384–D15399 — \$14,110.49

Herman motioned to approve the vouchers. Vinyard seconded the motion. Motion carried.

Old Business

Aerovel Parking Lot

Ziegler said Aerovel has requested an additional 10 feet for parking. Ziegler said this will be until the end of April 2026 as an interim solution until a more permanent solution can be created on BPT Lot 9.

New Business

Executive Director's Report

Dallesport Industrial Park (DIP) Building 153

Ziegler said the lease was signed by Tom Wood. Sauter said there are some issues that we still need to address. Sauter said a door lock will not accept our core. Sauter said the door lock needs to be repaired by manufacturer of the locks. Sauter said Concord Construction is working with the Port to have this corrected. Sauter said the exterior lights are all working but at different times. Sauter said Hage Electric was there today to fix the wiring issue.

DIP Building 151F Update

Sauter said he is working part time on this building as time allows. Sauter said he ordered a mini split unit and has wired the exit signs.

DIP Well #1 Piping Project

Ziegler said the project has been completed. Ziegler said Tenneson Engineering will be requesting the contractor to clean up the concrete pad area. Sauter said the PUD has tested the well and the well will be put back in service.

DIP Rail

Ziegler said she is working with Sauter to start the work on the rail improvement project. Ziegler said the USDA Grant has a deadline of July 22, 2026. Ziegler said the federal grant from Washington Freight Mobility Strategic Board (FMSIB) has a process to go through before we can go out for bid. Discussion followed regarding hiring Columbia Strategic Consulting Group LLC to assist in the rail spur improvements.

Grant Opportunities

Ziegler said she completed and submitted a grant to the National Highway Freight Program (NHFP) regarding Terminal 1 infrastructure. Ziegler said we received a letter of support from Senator King.

BPBP Lot 18

Ziegler said Beggs Construction has requested a lease until the end of June 2026.

BPBP Building 1D

Ziegler said she and Sauter had met with McKinstry regarding a new HVAC for building 1D and the Clean Building Standards requirements. Ziegler said they will be working on a second quote from another company. Ziegler said Insitu had requested leasehold credits for improvements to the building including roof repairs and heating and cooling. The Port Commissioners agreed the Port we make any necessary repairs, but the issue of leasehold credits needs further discussion.

Commissioners' Remarks

None

Public Comment

None.

Adjournment

Commissioner Vinyard adjourned the meeting at 5:56 PM.

Minutes submitted by Lisa Cunningham, Administrative Assistant