

Port of Klickitat

Board of Commissioners Minutes

Regular Meeting

Date: May 12, 2026

Attendance

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

Absent: None

Guests: Adrian Bradford

Call to Order

Commissioner Schmitt called the meeting to order at 4:42 PM.

Administrative Matters

Approval of Minutes

April 21, 2026, Meeting Minutes. Herman motioned to approve the minutes. Schmitt seconded the motion. Motion carried.

Approval of Vouchers

- Payroll Vouchers – May 5, 2026, D15431–D15444— \$14,089.71
- Accounts Payable Vouchers – May 12, 2026, 30715-30737 — \$35,896.59

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

Old Business

Port Commissioner District #3 – Ziegler said she has worked with Port attorney Eling to complete the notice requirements. Ziegler presented the new Port Commissioner application. Application was acceptable and application deadline will be June 1st.

New Business

Executive Director's Report

DIP Building 153 Update

Ziegler said she is waiting for WA ST Dept of Revenue to send the release of retainage letter for Concord Construction. The issues with the locks have been resolved.

DIP Building 151F Update

Sauter gave an update on the building. Plumbing inspection has passed and construction is moving slow as time allows.

DIP Rail Spur Project

Ziegler reported that Darrin Eckman of AKS is preparing the bid documents, specifications, and plans. The Port is awaiting WSDOT's review of the bid and specification documents so the project can proceed to bid on schedule. If the timeline holds, the notice will post on the Port's website and submitted to the newspaper. Ziegler also presented the bid specifications signature page. Herman moved to authorize Executive Director Ziegler and Commissioner Schmitt to sign on the Port's behalf for the rail improvement project. Schmitt seconded the motion. Motion carried.

BPT HVAC Project 1D

Sauter has been developing the HVAC bid document.

DIP Potential Tenant

Ziegler said we have a potential DIP tenant who would like to develop a plant for injection into the Williams Gas pipeline. Sauter met with them on site. Ziegler said we need to collect more information and will meet again May 26, 2026.

DIP Terminal 1

Ziegler and Sauter met Taylor trucking at Terminal 1 and talked about future lease assignments. There was also discussion about utilizing the property and moving materials over the barge dock.

DIP Ford Avenue Lease

Ziegler said the BPA will lease a small portion of Ford Avenue for helicopter landing for a BPA project.

DIP Grant

Ziegler said the Port had its Port Infrastructure Development Program (PIDP) federal grant debrief and ranked 97th out of 186 applicants in Tier 2. Although the Port was not awarded funding, Ziegler said the feedback received would be valuable for future applications.

Commissioners' Remarks

None

Public Comment

Mr. Bradford encouraged the Port to look for international connections for someone to expand our Port Commission. Bradford said he is an advisor to the Dallesport Airport Authority and since we are neighbors, he feels we could do much more and expand our land usage.

Adjournment

Commissioner Schmitt adjourned the meeting at 5:40 PM.

Minutes submitted by Lisa Cunningham, Administrative Assistant