

Port of Klickitat

Board of Commissioners Minutes

Regular Meeting

Date: October 06, 2026

Attendance

Present: Port Commissioner James Herman; Port Commissioner Billy Gross; Executive Director Margie Ziegler; Deputy Executive Director David Sauter; Administrative Assistant Lisa Cunningham.

Absent: None.

Guests: Adelle Hye, Kat Cuff Uplift Local

Call to Order

Commissioner Herman called the meeting to order at 4:37 PM.

Administrative Matters

Approval of Minutes

September 15, 2026, Regular Meeting Minutes and September 22, 2026, Special Meeting Minutes. Gross motioned to approve the minutes. Herman seconded the motion. Motion carried.

Approval of Vouchers

- Accounts Payable Vouchers – August 18, 2026, VOID 30885 – -79.09
- Payroll Vouchers – September 18, 2026, D15546-D15545 — \$14,138.48
- Accounts Payable Vouchers – September 23, 2026, 30929 — \$79.09
- Payroll Vouchers – October 5, 2026, D15555–D15569 — \$15,308.23

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

Old Business

Port Commissioner District #2 – Ziegler said only one application was received by the October 5th deadline and it was Adelle Hye. Herman and Gross interviewed Hye. PC Herman made a motion to appoint Adelle Hye as the new Port Commissioner for District #2. PC Gross seconded. Motion carried.

Re-election of Officers: PC Herman made a motion to nominate Adelle Hye as President, Billy Gross as Vice President, and Jim Herman, Secretary, Gross seconded. Motion carried.

New Business

Executive Director's Report

Dallesport Industrial Park (DIP) Building 153

Ziegler said the lessee is behind on their payments. Ziegler is looking for the Port Commission to give directions on how to proceed. Discussion followed the entire process from beginning construction to where it is as of today. The Port Commission directed Ziegler to ask tenant to attend the October 19th Port Commission meeting at 11 am to present financial information. The Port Commission set a date of November 16th that all past due amounts must be paid in full. The Port Commission said the approval of the Klickitat County Building Permit will be contingent on the payment being paid in full.

Terminal 1 Project

Ziegler said the contract with AKS to complete the Terminal 1 feasibility study expired September 30, 2026. Ziegler recommended to the Port Commissioners to extend the contract until July 31, 2027. Gross motion to approve extending the contract with AKS for the feasibility study on T1 Project until July 31, 2027. Herman seconded the motion. Motion carried.

Ziegler said Port Engineer Darrin Eckman reached out to the Department of Ecology regarding the requirements to crush the concrete.

BPBP Lot 9 Fill Project

Sauter said the Lot 9 fill project will be completed this week. Ziegler said a lease has been submitted to Aeroval for signature. Sauter said the Port will paint a crosswalk and place signage for the crosswalk.

Building 1D HVAC

Ziegler said Alliant will be signing the contract soon and is working with Port Engineer Darrin Eckman regarding design and the schedule for the installation.

Pine Creek RNG

Ziegler said she spoke with Port Attorney Eling who suggested we reach out to our insurance provider for additional insurance requirements.

Underpass Project

Ziegler said the Port Engineer Darrin Eckman attended a meeting with WSDOT to resolve the issues regarding the pathway.

CERB Rail Spur Grant

Ziegler said the Port applied to Columbia Economic Revitalization Board (CERB) for a feasibility study grant on the DIP Rail Spur. The application has been approved, and the Port will go before the CERB board on November 19, 2026.

Boeing Announcement

Ziegler said The Port received notice from Boeing that on or around November 1, 2026, Insitu will become a subsidiary of Archer Aviation Inc in place of The Boeing Company.

Washington Public Ports Association (WPPA) Spotlight

Ziegler said The Port of Klickitat will be featured in the October issue of the WPPA Manifest Newsletter.

Commissioners' Remarks

Herman said KCPEDA meeting will be held on October 27th 6pm-8pm, PC Herman will attend with PM Sauter. Sauter said The Port needs to request an extension of the .09-dollar grant for the Terminal 1 improvements.

Public Comment

None.

Adjournment

Commissioner Hye adjourned the meeting at 6:25 PM.

Minutes submitted by Lisa Cunningham, Administrative Assistant