

TOPIC	DISCUSSION / ASSESSMENT / FINDINGS	ACTION
<b>Attendance</b>	<b>Commissioner/Staff Present:</b> Port Commissioners (PCs) James Herman, William Schmitt (via teleconference), Wayne Vinyard; Executive Director (ED) Margie Ziegler; and Administrative Assistant (AA) Lisa Cunningham. <b>PC/Staff Absent:</b> Property Manager (PM) David Sauter. <b>Guests Present:</b> Darrin Eckman AKS/Tennessee Engineering (via teleconference)	Meeting called to order by PC Vinyard at 4:35 pm
<b>Public Hearing</b> 2026 Budget  2026 Capital Improvement Plan  2026 Comprehensive Scheme Amendment	PC Vinyard opened the public hearing regarding the 2026 Operating Budget, Capital Budget, and Comprehensive Scheme Amendment at 4:35 PM.  No public comment was made or submitted. Vinyard closed the public hearing at 4:38 PM. Vinyard opened the regular meeting at 4:38 PM.	
<b>Administrative Matters</b> Approval of Minutes  Approval of Vouchers	Minutes – October 21, 2025  Vouchers – November 4, 2025, #30529-#30543, \$107,678.82 Vouchers – November 5, 2025, #D14288-#D14304, \$16,104.317	PC Herman M to approve the minutes PC Schmitt S, MP 3-0  PC Herman M to approve the vouchers, PC Schmitt S, MP 3-0
<b>New Business</b> Potential DIP Tenant	Darrin Eckman, AKS/Tennessee Engineering spoke to the commissioners regarding a request for a portable asphalt company at DIP. Eckman said it could benefit the Port with increased aggregate sales. ED Ziegler said we could have the Port attorney draw up an agreement that includes insurance, pollution insurance, and an overall indemnity.	By consensus, the PC agreed to have ED Ziegler meet with the Port Attorney to work out agreement.

<b>Executive Directors Report</b> DIP Building 153	Darrin Eckman, AKS/Tenneson Engineering said the building is over 85% completed. Eckman said concrete curbs and sidewalks are being poured this week. Eckman said the loading dock will be poured next week. Eckman said asphalt will be poured on November 13, 2025 which may cause a disruption to local traffic. ED Ziegler said she would notify local businesses. Eckman said electrical is being installed and NW Natural gas heaters are installed but no piping yet. Eckman said Concord plans to have building completed by November 20, 2025 and said there may be punch listed items to resolve.	
<b>Executive Directors Report (Cont)</b> DIP Building 151F	ED Ziegler said garage door has been installed. Ziegler said the PUD power application has been submitted.	
<b>Commissioners Remarks</b>	PC Vinyard discussed the Klickitat County Public Economic Development Association meeting on October 28, 2025. Vinyard said there is a request for a Port Commissioner to be part of the advisory committee to evaluate and develop a request for qualifications for consulting services.  PC Herman none.  PC Schmitt none.	By consensus, the PC approved PC Herman to be on the advisory committee board
<b>Public Comments</b>	None	
<b>Adjournment</b>	Meeting adjourned at 6:11 pm	

Approved on \_\_\_\_\_  
(Date)

*November 18, 2025*

*Margie Ziegler*

Margie Ziegler, Executive Director

*Lisa Cunningham*

Lisa Cunningham, Administrative Assistant

*Wayne Vinyard*

Wayne Vinyard, President