

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
May 8th, 2013

Commissioner Gene Warren opened the meeting at 7:30pm. Those present were Commissioners Warren, McKinley and Marvin, Manager Dickinson, and Auditor Phinney. Members of the public in attendance were Carla Rowe, Bill Clemens and Dave Reller.

Minutes from the April regular and special meetings and May 3rd special meeting were read and approved. Commissioner Marvin asked that it be added to the April special meeting minutes that the moment of silence was for Gene Turner's passing. The monthly budget report was reviewed for May. Commissioner Warren noted that the date on the revenue side of the budget needed to be corrected. Dickinson asked the commission if they felt the inquiry summary was necessary. Commissioner Marvin stated that he felt the website hits were beneficial. Commissioner McKinley stated that he likes to see the inquiries throughout the month. It was decided to continue with the monthly inquiry summary. The Bill Freeman Bits lease was discussed. There are discrepancies in the dates of when the lease was entered into. The commissioners decided to honor the one year lease with a start date of October 4, 2012. A maternity/paternity policy was reviewed. Dickinson stated that the policy was written to include both genders.

MOTION: made by Commissioner Marvin and seconded by Commissioner McKinley to adopt Policy #11-2013 Maternity/Paternity Leave. Motion carried unanimously.

Commissioner Warren would like the bylaw discussion tabled until the June meeting. Warren asked Commissioner Marvin to gather bylaws from neighboring Ports. Commissioner Marvin stated that he collected his bylaws from Washington State Ports and he did not feel it necessary to collect neighboring Port bylaws. Marvin stated that he feels very passionately about the bylaws he composed and would like to go through them article by article with the board. Commissioner McKinley objects to going through the bylaws article by article. A heated discussion followed, with no action taken.

The commission took a recess from 8:02pm to 8:05pm.

Bill Clemens from Pacific Power was here to present the Port with matching funds for the sewer project at BMS in the amount of \$2500. Bill stated that Pacific Power had been on board with this project from day one. This is a great opportunity for the community. In total, Pacific Power has donated \$32,000 to the BMS project. Dickinson gave an update on the Artisan Food Center. The job shacks are on site and the temporary power is moving ahead. Construction will begin on May 13th. Dickinson, Reggie Mace, Brad McMasters and Bill Clemens will be in Olympia to present to the CERB board on May 16th at 9am. It will be decided that day if the money is awarded for the sewer project. The co-op market group continues to meet and move forward. The agri-tourism group is planning their first event for this fall.

The annual CoE inspection at LFM is scheduled for this Friday. The water facilities inventory (WFI) through the Dept. of Health claims that water source #2 is unapproved. A meeting with the DOH, CoE, Jim MacArthur, and Dickinson is scheduled for June 4th. This meeting will be to figure out what needs to happen to get both water sources approved and numbered correctly. Jim MacArthur has decided to purchase the Port's 4-wheeler for \$1500.

MOTION: made by Commissioner Marvin and seconded by Commission McKinley to accept Resolution #2013-04 Surplus Property as written. Motion carried unanimously.

Port attorney Kim Boggs has emailed Watco. Watco responded stating that they have not gathered all of the information yet. The Port staff has been working on a transfer of an existing RR lease. A company has

purchased grain elevators from Martin Farms and would like the lease transferred. Columbia REA would like to buy 12, 36 foot pieces of old stored RR rail. Columbia REA would haul and weigh the rail. The Port will have to have a resolution declaring the rail surplus and will have to charge fair market value.

Phinney reported that the skylights have been installed at Office Building #3, Barker Inc. has graded the Industrial Park roads and parking lots and the man door was installed at Industrial Building #1A. Smith Brothers Lawn and Landscaping sprayed and trimmed around all the trees at BMS. They will mow as soon as the wheat begins to form a head.

The community work day was a success. The Farmers Market vendors have been meeting and plan on opening for the season on May 25th. The Market will be held on the Depot Courtyard. Dickinson reported that she has been involved with planning the Depot event this fall. Instead of an auction they are planning a farm to plate dinner using locally grown food and local chefs.

Commissioner Warren stated that he will be refiling in June to run for another term.

The following vouchers were presented for approval of payment:

Payroll	\$	8156.12	SEWEDA	\$	500.00
WCIF	\$	712.93	Elsom Roofing, Inc	\$	1,747.98
Banner Bank	\$	4,680.32	Dayton Chamber	\$	245.00
Cardmember Services	\$	1,448.45	Sun Pest Management	\$	75.53
City of Dayton	\$	170.50	James B. Stenkamp	\$	18,208.07
Dept. of Health	\$	1,072.50	Foster Pepper	\$	5,000.00
CenturyLink	\$	163.89	Myrick Construction	\$	319.40
Dingle's	\$	10.78	Herres Enterprises, LLC	\$	225.00
Total Office Concepts	\$	100.53	Seneca Foods, Inc	\$	250.00
Anderson Perry, Inc	\$	290.00	Smith Brothers Lawn Care	\$	816.31
Dayton Chronicle	\$	208.42	Jennie Dickinson	\$	605.34
Pacific Power	\$	44.01		\$	

The amount of vouchers approved for payment was \$45,051.08

Meeting was adjourned at 8:23pm.

Dale McKinley, Secretary