

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
October 8, 2014

Commissioner Warren opened the meeting at 7:30pm. Those present were Commissioners Warren, and Marvin, Manager Dickinson, Auditor Phinney, EDC Jarski.

Commissioner Warren requested a moment of silence in memory of Commissioner McKinley who passed away on September 11.

Minutes from the September regular meeting were read and approved. The draft 2015 budget was reviewed and discussed. A public hearing to adopt the 2015 budget and levy increase will be advertised for the next regular monthly meeting on November 12th at 10am. The monthly budget report and monthly inquiry summaries were reviewed. Dickinson gave the board a short bio on the process of obtaining a new commissioner. The Port has 90 days to seek and fill Commissioner McKinley's seat on the board. Ninety days will be up on December 11th. The press release seeking a new commissioner was discussed and approved. All letters of interest from potential candidates within district 3 must be submitted by October 31st. All information collected will be sent to the commissioners via email for the review prior to the next regular monthly meeting. With the passing of Commissioner McKinley the board secretary position needs to be filled.

MOTION: was made by Commissioner Warren to appoint Commissioner Marvin as board secretary. Motion carried unanimously.

Dickinson met with Bill Stalzer today to do some more work on the development agreement, finalizing the signage placement. Locations and the look of the signage was discussed at length. Jarski reported that she has given several tours of the Artisan Food Center, including the Tomato Event tour with appetizers made from the tenant's products. The tenants at the Artisan Food Center will be hosting a Fall Festival on October 25th from 10 am to 2pm. The commissioners would like to have Jarski's monthly report added to their packets so they can review them before the meeting. Commissioner Warren reported that OSU put in several plots of new varieties on the BMS farm lease ground.

Dickinson and Phinney met with Jim MacArthur at Lyons Ferry Marina to discuss their plan for the upcoming year. Jim's main concern at the moment is the breakwater and its maintenance. Dickinson contacted Bruce Larkin to do an evaluation of the breakwater. This project has the potential to cost \$12,000 to \$15,000. Jim and his KOA helpers are preparing the moorages for winter while the weather is still good. They had a fantastic recreation season and have been entertaining the idea of extending their hours due to all the construction traffic.

The GSA accepted the proposal the Port submitted for 531 Cameron Street. Dickinson is working on a market survey that has to be submitted to the GSA on the 10th of October. A tour of the space is scheduled for October 21st. The Port main office lighting upgrade project received one bid. The bid was submitted by Walla Walla Electric for \$10,555.00 plus tax.

MOTION: made by Commissioner Marvin to accept the bid for \$10,555.00 plus tax from Walla Walla Electric for the Port main office lighting upgrade. Motion carried unanimously.

Phinney reported that she was working on a snow removal contract with a local business. This contract would cover both the Industrial Park and Blue Mountain Station.

Dickinson stated that she is still waiting to hear back from the Rail Bank. Maintenance of the 39 miles of line that the Port of Columbia owns was discussed at length.

A regional signage kiosk map for downtown Dayton was shown to the board. Jarski reported that the CDBG grant was submitted. This submittal was due to the great partnerships with Columbia County and Columbia Pulp. The

grant award will be within the next 4-6 weeks. No work at the site can take place during the grant process due to NEPA. Jarski gave a brief report on the Tucannon River Wind Farm progress stating the completion date being December 2014. Project P is being renamed Project AP. This project is moving along and has the potential of creating 3 to 7 jobs. Jarski is working with the new manager of Bluewood to find funding to do a feasibility study on power for the resort. Bluewood is also working with an engineer on a submittal for the US Forest Service on the septic system. A handout regarding the October 22nd Energy Summit was passed out to the board. Jarski is working with several teachers at the school on activities geared toward students for Global Entrepreneurial Week. Jarski reported that she and the Chamber have scheduled Shop Local Day for November 22nd. Joe Jacobs of the SBDC and Jarski will be launching a monthly entrepreneurial discussion group. This group will meet twice a month for coffee and business discussions. Jarski attended a Port of Walla Walla Economic Development meeting with Terry Nealey. A housing committee is being formed to help determine the housing needs in Columbia County. This committee will consist of representative from the City, County, Port, Chamber and community members.

The following vouchers were presented for approval of payment:

Payroll	12,825.14	WCIF	1,038.82
Banner Bank	4,680.32	Banner Bank	2,660.07
CenturyLink	187.43	Cardmember Services	635.21
Total Office Concepts	203.08	Pacific Power	839.23
City of Dayton	1052.66	Sun Pest Management	53.95
TVTV	100.00	Dayton Chronicle	55.60
Employment Security Dept.	195.75	Dept. of L&I	310.64
Dept. of Revenue	4,985.80	City Lumber	77.57
Dingle's	236.53	Little Dipper Dairy	165.00
Aardvark Granola	80.00	Nealey & Marinella	750.00
Walla Walla Web Weavers	235.00	Crown Paper & Janitorial Supply	176.90
ConferenceCall.com	44.40	Croft's Floral	115.67
Artmil	98.14	Walla Walla union Bulletin	392.00
PR Newswire	1,564.00	Agri-Times	20.00
WEDA	400.00	Dayton Chamber	100.00
Oxarc, Inc.	56.49	Spokesman-Review	520.13
Basin Disposal, Inc.	14.33	Basin Disposal Walla Walla	103.20
Amber Phinney	30.24	Jennifer Dickinson	712.93

The amount of vouchers approved for payment was \$35,322.21

Meeting was adjourned at 8:42pm.

Earle Marvin, Secretary