

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
September 11th, 2013

Commissioner Gene Warren opened the meeting at 7:30pm. Those present were Commissioners Warren, McKinley, and Marvin, Manager Dickinson, Auditor Phinney and community members Ike Maxwell and Carla Rowe.

Commissioner Warren opened the public hearing at 7:31pm to consider declaring as surplus a .078 acre parcel of RR property at the intersection of Bergevin Springs Rd and McInroe Rd in Walla Walla County. Dickinson stated that Watco had been contacted and does not believe the disposal of the property will affect railroad operations in any way. The public hearing was closed at 7:36pm.

MOTION: made by Commissioner Marvin and seconded by Commissioner McKinley to adopt Resolution # 2013-06 as written. Motion carried unanimously.

BPA has requested permission to enter the RR RoW to remove a line near Patit Rd. Dickinson passed around pictures of the site where the work is to be completed. Commissioner Marvin expressed his concern over how damages and compensation would be handled and the possibility that their license and our permit were conflicting. Commissioners Warren and McKinley were not concerned and would like to move ahead. After discussion, Commissioner Marvin agreed that he was comfortable moving forward with the BPA license.

MOTION: made by Commissioner Marvin and seconded by Commissioner McKinley to approve the BPA license as written with all three commissioners as signers. Motion carried unanimously.

Dickinson reported that the Inland Telephone permit is complete. They held a pre-construction meeting yesterday. Dickinson was unable to attend the meeting due to her conflicting schedule but did submit her comments to the contractor.

Minutes from the August regular meeting were read and approved. The monthly budget report and inquiry summary were reviewed. Amerein Services was discussed. Commissioner Marvin inquired as to why the A&E line item was over budget. Dickinson stated it was due to reimbursables in the Stenkamp contract that were not accounted for when preparing the supplemental budget.

Maynard Davis has requested weekly meeting with Jennie, Jim Stenkamp and all sub-contractors. The vapor barrier blew off the roof in last week's storm and the concrete apron on the west end of the building was damaged by the rain dripping on the freshly pour concrete. Maynard removed all the damaged concrete and will re-pour the damaged area. Dickinson suggested that the Commissioners tour the building before next month's meeting. The commission will meet at the AFC at 4:30pm on October 9th.

The East Lift Station project is moving ahead. A pre-construction meeting was held yesterday with ML Albright & Sons, Anderson Perry and Dickinson. The lift station is 8-10 weeks out and the contract states that the project needs to be completed in 30 days. The contractor will do all the work that is needed and suspend the contract until the lift station arrives if necessary. ML Albright will do all the work themselves including boring.

A revised scope of work and contract for the development agreement was received from Bill Stalzer. The new contract will not exceed \$22,490. The agreement will cover 20 acres excluding the house and the 7 acres surrounding the house.

The Port of Columbia fair booth was discussed. A business site visits was held on Tuesday and Wednesday with a Chinese investor interested in berry and other food products that would be exported to China's middle class. Several BMS tenants, BMS executive committee members and blueberry producers were present for the meeting.

Phinney reported that Vestas had a flood in their building after last week's storm. A company was called to come clean up all the water and dry out the carpets, walls and etc. Desperado Cowboy Bullets also had some water enter their building around the large AC unit. Ed also pointed out several other items on his building that need some work.

The Walla Walla Downtown Foundation has requested that the Port help fund the Small Business Development Center. Dickinson stated that Joe Jacobs is currently working with 6 Columbia County businesses and comes to Dayton once a month to meet with clients. They are asking for \$1500- \$2000 from the Port. This money would go toward office expenses. Commissioners Warren and Marvin would like the SBDC to do a presentation for the commission before any commitment of money is made. Dickinson will contact the SBDC to see if they would be available for the October meeting.

The following vouchers were presented for approval of payment:

Payroll	\$	7731.97	City of Dayton	\$	630.21
WCIF	\$	712.93	Seneca Foods, Inc	\$	250.00
Banner Bank	\$	4,680.32	Western States Const.	\$	147599.76
Banner Bank – GO Bond	\$	10.98	Sun Pest Management	\$	53.95
Banner Bank/Western States Construction (Retainage)	\$	26,443.95	NPR	\$	337.50
Cardmember Services	\$	524.90	Anderson Perry, Inc	\$	4080.00
CenturyLink	\$	198.24	PR Newswire	\$	799.00
Total Office Concepts	\$	51.34	Patton & Associates	\$	225.00
Dayton Chronicle	\$	110.48	City Lumber	\$	34.50
Pacific Power	\$	211.10	Artmil	\$	450.00
Overhead Doors of Walla Walla	\$	359.74	Gypsy Girl Granola	\$	20.00
Jennie Dickinson	\$	526.27			

The amount of vouchers approved for payment was \$196,042.14

Meeting was adjourned at 8:32pm.

Dale McKinley, Secretary