

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
November 9, 2011

Commissioner Gene Warren opened the meeting at 10:00am. Port representatives present were Commissioners Warren, Lawrence Turner and Dale McKinley, Manager Jennie Dickinson, Port Auditor/Administrative Assistant Amber Phinney. Also in attendance were community members Earle Marvin, Dave Reller, and Carla Rowe.

A Public Hearing was held to receive public input on the 2012 Levy Proposal and the 2012 Budget. Earle Marvin commented that the 2012 revenues were grossly overstated; there was no way we would get the amount of grants stated in the budget and wondered what the miscellaneous revenue was and why it was so high. Dickinson explained the grants and miscellaneous income, she also stated that the budget is only a guide and without these line items we would have to amend the budget in order to receive the money. Commissioner Turner stated that he had reviewed the budget thoroughly and thinks it is fine. The Public Hearing was closed at 10:06am by Commissioner Warren.

MOTION: Made by Commissioner Turner and seconded by Commissioner Dale McKinley to adopt Resolution #2011-5 Tax Levy certification for 2012. Motion carried unanimously.

Commissioner McKinley stated that the \$60,000 on the budget for Blue Mountain Station marketing seems excessive. Dickinson explained that the \$60,000 goes towards promotion, website and travel to conventions, but she is looking at different marketing strategies for 2012. The Commissioners agreed that it would be nice to have Gary White from P'Chelle come to a meeting.

MOTION: Made by Commissioner Dale McKinley and seconded by Lawrence Turner to adopt the Port of Columbia 2012 Budget. Motion carried unanimously.

Reviewed administrative items: Minutes from October meeting were read and approved. Monthly budget report and inquiry summary were reviewed. Dickinson stated that the Port has \$175,000 in the Temporary Investment and plans to have \$200,000 in it by year end. Walla Walla Juvenile Justice Center lease is up at the end of December. Phinney emailed Mike Watkins from Seneca to see if they wanted to continue with this lease, but has not yet received a response. Brian Ward lease will be up at the end of December and will be renewed with no changes. Desperado Cowboy Bullets lease was discussed; it was suggested that there be a \$25 increase in rent, making it \$.15/sq foot. Dickinson and Phinney will talk to Ed about the increase. Commissioners all agreed that a \$25 increase is acceptable. David Gloor has given notice that he will be moving his business to Walla Walla and will be out by the first of the year, he will pay month to month until he vacates the building.

Lyons Ferry Marina: Long term camping has been approved. Phinney has sent pumpout grant reimbursement paperwork to State Parks and Recreation. Reimbursement will be \$19,240.36.

PCC Railroad: Dickinson is working with the Port attorney on the McCaw crossing agreement. Agreement is for 2 crossings with a weed control clause, and they cannot do anything that impacts the crossing. The McCaws will be charged a onetime fee of \$750 for the road crossing and \$250 for the underground water crossing. They will be responsible for all maintenance. The Port attorney strongly suggests that the Commission review and set the railroad fee schedule every January. WATCO lease; WATCO has the right to renew their lease 3 times for 20 years for a total of 60 years. Jay Dewitt and his business partner met with Dickinson about Dumas Station lease rate and language regarding structure removal. They are concerned about their building which is on land that the Port owns. Dickinson suggested that we negotiate with them and offer a lower lease rate. The minimum is \$50/acre per year.

MOTION: Made by Dale McKinley and seconded by Lawrence Turner to allow Dickinson to sign the McCaw Crossing agreement. Motion carried unanimously.

Blue Mountain Station: Michelle Mazzolla, grant writer, met with the city, Steve Martin, Jim Stenkamp, Jim Westergreen, and the Churchills to discuss future funding potential. She will contact Dickinson this afternoon with a strategy. The Tilth Conference is tomorrow in Yakima and will continue through the weekend. Dickinson has met with Richard Hendricks and Anderson Perry to discuss writing a Planned Unit Development for Blue Mountain Station. Commissioner Warren thanked Commissioner McKinley for mowing the Blue Mountain Station site. Bill Warren suggested that we sterilize the ground next year; Dickinson is concerned with blowing dirt. It was decided that we will wait and see if grass comes up in the spring.

Industrial Park: Maintenance- Phinney discussed the upgrades to the hot water heaters; they are ready to be inspected by L&I. Commissioners were told about the fuel spill between the Industrial Buildings #3 and #5. Jim Stenkamp has given us drawings for the access door at Columbia County Public Transportation and for the upgrades in the Port Conference Room. The security lights on Industrial Building #6 were repaired.

Community and Economic Development: Dickinson spoke to Jim Westergreen, but he has not made a decision on land purchase. Business Recruitment video from SEWEDA was shown.

The following vouchers were presented for approval of payment:

Payroll	\$	9825.55	Touchet Valley Publishing	\$	112.00
WCIF	\$	78.59	Dingle's	\$	38.60
Banner Bank N/P	\$	4,680.32	Dayton Mercantile	\$	31.75
Pacific Power	\$	184.69	Dayton Title	\$	79.00
City of Dayton	\$	203.89	POW Contracting, Inc.	\$	15125.00
CenturyLink	\$	161.25	Steve Herres	\$	185.00
Cardmember Services	\$	609.75	Craig Office Supply, Inc	\$	43.33
Blue Mountain News	\$	140.00	Jennie Dickinson	\$	592.72
P'Chelle International	\$	5,000.00	Sun Pest Mgmt	\$	242.78
Total Office Concepts	\$	131.33	Amber Phinney	\$	169.30
Incidental Fund	\$	61.19	Anderson Perry, Inc.	\$	6632.51
Dayton Chamber	\$	100.00	Tressa Buman	\$	789.04
Dayton Chronicle	\$	148.50			

The amount of vouchers approved for payment was \$45,366.39

Meeting was adjourned at 11:28am.

Dale McKinley, Secretary