

**PORT OF COLUMBIA**  
Regular Monthly Meeting Minutes  
October 12, 2011

Commissioner Dale McKinley opened the meeting at 7:35 p.m. Port representatives present were Commissioners Gene Warren, Lawrence Turner and Dale McKinley, Manager Jennie Dickinson, new Port Auditor/Administrative Assistant Amber Phinney and outgoing Port Auditor/Administrative Assistant Timothy Dyke. Mayor of Dayton Craig George was also in attendance.

Reviewed administrative items: Minutes of the September 14th regular meeting were approved as read. The monthly budget report was reviewed. Dickinson stated that \$20,000 was moved from General Funds to Temporary Investments bringing the Temporary Investments to \$175,000. Dickinson would like there to be \$200,000 in the Temporary Investments by year end. David Gloor's lease is up on October 31, 2011; Phinney will contact Gloor about his plans. The 2012 Preliminary Budget is based on a 1% levy increase as well as \$16,000 in banked levy capacity from 2011. Commissioners set the public hearing to consider the budget for November 9<sup>th</sup> at 10 am. Bank Policy #9-11 was discussed which will allow the addition of Phinney and the removal of Dyke as a check signer.

**MOTION:** Made by Commissioner Turner and seconded by Commissioner McKinley to adopt Policy #9-11. Motion carried unanimously.

Letters to Banner Bank and AmericanWest Bank were also signed by all Commissioners allowing Phinney to be a signer on the warrant and incidental accounts.

Lyons Ferry Marina: Pumpout is complete. Concessionaires stated that they had a great year and still would like to add the cabins. They will be looking into trying to attract more visitors during the week. Winter hours will start after deer season.

PCC Railroad: A pre-construction meeting was held at the Port today to discuss the work to be done on the stretch of RR between Prescott and Walla Walla. The work will be done on bridges 46.8 and 49.1 and will also include some tie work. Work will begin at the end of October and should take a week and a half to complete. This project is being completed and paid for by WSDOT. Discussion was held of needed RR repairs at the Waitsburg Elevator. Grain is not being shipped by rail from there due to poor rail line. Commissioners wondered if WSDOT might help with funding repairs. Commissioner Warren suggested inviting Dave Gordon from NWGG to the next Port meeting in November.

Blue Mountain Station: Traffic Impact Analysis is complete. Copies have been given to Columbia County Engineer Drew Woods and to WSDOT and we are awaiting their comments. The Traffic Impact Analysis as written doesn't warrant many Wagon Road changes. If there are any they will be minimal. Dickinson also met with Planner Richard Hendrickson and Howard Boggs for more Blue Mountain Station planning. Upcoming Tilth Conference was discussed; Dickinson and several other Blue Mountain Station committee members will have a booth there in November. Grant writer Michelle Mazzolla will be here on November 1 to go over grant ideas.

Industrial Park: Maintenance- Timothy Dyke prepared an inventory of all hot water heaters; there are just a few that need repair before we call L&I to come and inspect them. Dickinson also stated that she mentioned to the City the possibility of hiring joint seasonal landscape maintenance personnel. Jim Stenkamp will also be here next week to look at the Port Conference Room and the Columbia County Public Transportation access for furnace filter change and storage in the attic of the building.

Community and Economic Development: Dickinson spoke with Jim Westergreen regarding his interest in the lot that was surplus; he stated that he hasn't had a lot of time to think about the property, due to this being his busy season. Commissioner Warren suggested that there should be an option of \$500 to hold the property for 6 months.

The following vouchers were presented for approval of payment:

Payroll	\$	8572.43	Col. Co. Engineer	\$	47.00
WCIF	\$	157.18	Dingle's	\$	33.42
Banner Bank N/P	\$	4,680.32	Dayton Mercantile	\$	18.56
Pacific Power	\$	280.86	Agri-Times	\$	20.00
City of Dayton	\$	201.55	Dept of Revenue	\$	4732.33
CenturyLink	\$	160.83	Employment Security	\$	296.19
Cardmember Services	\$	496.46	Wash. State L&I	\$	229.09
Blue Mountain News	\$	140.00	Jennie Dickinson	\$	814.70
P'Chelle International	\$	5,000.00	Timothy Dyke	\$	200.00
Total Office Concepts	\$	53.53	Amber Phinney	\$	9.70
City Lumber	\$	7.01	Anderson Perry, Inc.	\$	6712.10
WPPA	\$	321.00	Nealey & Marinella	\$	750.00
Dayton Chronicle	\$	45.50			

The amount of vouchers approved for payment was \$33,979.76

Meeting was adjourned at 8:25 p.m.

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Dale McKinley, Secretary