

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
August 12, 2015

Commissioner Warren opened the meeting at 7:30 pm at the Port office. Those present were Commissioners Warren, Crowe and Marvin, Manager Dickinson, Auditor Shochet, EDC McMasters, Robert Patrick, Wayne Bell, Mike Hubbard, Port Attorney Kimberly Boggs, Dick Johnson and member of the press Michelle Smith

The minutes to the July regular and special meetings were discussed.

MOTION was made by Commissioner Marvin, seconded by Commissioner Crowe to approve the July minutes as written. Motion carried with no further discussion.

Mr. Bell, a Hearn Ditch Irrigation District member, presented photos and a sketch of the concrete pipe located up the hill from Industrial Building 2. A leak was discovered on July 17th. The ditch district turned off the water by July 19th. On July 20th, the ditch district had an excavator dig for the pipe. Upon starting the water again for leak detection purposes, they discovered several leaks potentially going up the pipe, including one at a joint. The water source was turned off again, and the deep hole with a ladder in it was left unsecured. On August 3rd, the pipe was found to be vandalized – a sizable hole was broken into the pipe and the concrete chunks were left on the pipe. A speculative discussion followed about the reason for the leak, and the timeline of the vandalism. The ditch district has since fenced the area off. It was noted that Mr. Hubbard had given deed and survey documents to Ms. Boggs. A discussion followed about the age and structural integrity of the pipe. Mr. Patrick recalled it existing in 1947 or earlier. Commissioner Warren noted that there was no fence around the hole for more than a week, making the hole an attractive nuisance that would allow vandalism. Dickinson and Boggs both stated that no one was motivated to put a hole in the pipe. Commissioner Marvin noted that 60 year old concrete pipes are failing all over the country. He also expressed concern about future leaks that may damage Port property. Commissioner Crowe added that an improperly done repair could further damage the line. Commissioner Marvin remarked that it may not make financial sense to repair a 60 year old pipe with failing joints. Mr. Bell stated that vibration could have caused the cracks. A timeline discussion followed about when the buildings and roads were built in the industrial park. Commissioner Warren stated his concern over the ditch district collecting an inadequate amount of funds to protect the members. Mr. Hubbard noted that everyone present was concerned about the ditch and the damage done to the pipe and they want to help solve it. This concluded the Hearn Ditch discussion, and their members excused themselves from the meeting.

Dickinson observed that the monthly inquiry summary is not a true reflection of daily Port activity because it only lists telephone messages. The commissioners agreed that it was not necessary to report the phone messages, and that the web hits can be reported on a quarterly basis instead of monthly.

Dickinson reviewed the budget report. Pacific Power reimbursement check for the solar panels is expected to arrive soon. The first draw from the revenue bond was taken this month. The recent legislative session resulted in more ADO funds for the Port. Expenses included the annual insurance premium, replacing a 20 year old HVAC unit, a substantial landscaping bill and Opp and Seibold's first construction bill for the GSA renovation. Dickinson reported that things are going smoothly with the GSA construction project with only 2 minor change orders so far. Dickinson reported that industrial park tenant Embee has chosen to rent month-to-month now that their 6 month lease has expired.

EDC McMasters reported on BMS. Foodstock was a huge success on Alumni Weekend. It was so well attended that the hot food vendors ran out of food. Foodstock will take place on Alumni Weekend from now on. Dickinson reported that the WA State Port Directors really enjoyed their visit to Dayton. They toured BMS and dined at the Weinhard Café. McMasters conducted a tour with Blue Mountain Land Trust. They toured BMS, Tami Joy Farms and the Fairchild home. He also toured a group of 5th and 6th graders through BMS. The TV monitor has been installed in BMS so the public can see the solar energy production data real time. McMasters reported that an onion salsa/relish producer rented the commercial kitchen to produce 1500 jars of salsa/relish. The jars will be circulated to grocery stores in the region. He is also interested in building a co-packing facility in BMS Phase 2. Dickinson told the commissioners that the prospect would probably want to buy BMS land from the Port to build the facility. McMasters reported that BMS tenants Mary's and Aardvark Granola are securing wholesales accounts, and their product is now available in several local stores. He also reported that TamiJoy Farms may house her Idaho pasture pigs on BMS property and sell USDA processed pork products

in the market. AFC Market sales continue to grow. The co-op is considering having the market be open on Thursdays. Soon Aardvark Granola will be open for retail sales several days a week. McMasters said Oktoberfest is being considered as an autumn BMS event. It will be more adult focused. Dickinson reported that the annual Corps of Engineers inspection at Lyons Ferry Marina KOA went well. She also reported that Columbia Pulp continues to churn through the lengthy financing process. Dickinson reported that the GSA project in Industrial Building 2 is going well. They may be done ahead of schedule. Dickinson and Shochet are working on a scope of work list for cleaning services. The commissioners will tour the project at 7:00 before the September 9th meeting.

Dickinson reported that Watco is still taking care of railroad items until the transition to the new operator. She also met with a lobbyist who approached her about helping with railroad funding. She will research the implications of having a lobbyist, and will bring the suggested contract to the September meeting. The price would be \$3000 per year. Dickinson reviewed the schedule for crafting the 2016 budget. A preliminary budget will be discussed at the October meeting, and the budget hearing will take place during the November meeting.

McMasters reviewed his EDC report. Highlights included conversations with a potential off-shoot of Columbia Pulp who manufactures molded pulp products. Found three potential sites in Dayton for a custom furniture builder. A recruitment package developed by SEWEDA, the Port, and the Chamber should be completed in September. Manila Bay has new owners. McMasters facilitated the process, and the restaurant will re-open in September. He thanked the Chronicle for the excellent article about succession planning and the restaurant transition.

The amount of vouchers approved for payment was \$97,181.04

Payroll & related expenses	\$15,155.80	Foster Pepper	\$5,000.00
WCIF	\$658.43	Basin Disposal of WW	\$228.63
Banner Bank GO Bond	\$2,266.07	Stalzer and Associates	\$1,721.24
Banner Bank Ind Bldg 6 N/P	\$4,680.32	Bob McCauley	\$262.50
Banner Bank Ind Bldg 2	\$0.72	TVTV	\$120.00
Cardmember Services	\$1,341.73	WPPA	\$265.00
Total Office Concepts	\$75.83	Jasper Mtn Window Cleaning	\$204.00
Pacific Power	\$609.94	Dayton Chronicle	\$193.00
City of Dayton	\$985.00	Smith Brothers	\$3,121.39
Incidental Fund	\$195.00	Brad McMasters	\$816.33
US Linen and Uniform	\$113.52	Jennifer Dickinson	\$680.32
Herres Enterprises LLC	\$180.00	Overhead Door	\$342.68
Cathy Shochet	\$22.72	Dayton Chamber	\$2,500.00
NPR	\$1,024.00	Oxarc	\$192.18
Times	\$384.00	Dingle's	\$61.63
Ferrellgas	\$494.91	Enduris	\$26,372.00
Dayton Mercantile	\$17.60	Col. County Planning Dept.	\$2,705.34
Basin Disposal Inc	\$31.16	Tamijoy Farms	\$100.00
Stenkamp Architecture	\$3,659.31	Opp & Seibold	\$14,478.40
CenturyLink	\$252.41	Coyote Custom Cabinets	\$1,208.62
Sun Pest Management	\$53.95	Chapman Heating	\$4,223.70
Mikes Plumbing	\$75.67	Waitsburg Blue Crystal	\$45.99
Boe Designs	\$60.00	TOTAL WARRANTS	\$97,181.04

Meeting was adjourned at 8:55 pm. Next meeting will take place on September 9th at 7:30 pm at the Port office.

Earle Marvin, Secretary