

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
May 8, 2014

Commissioner Gene Warren opened the meeting at 10:00am. Those present were Commissioners Warren, McKinley, and Marvin, Manager Dickinson, Auditor Phinney, community member Craig George and member of the press Carla Rowe.

Minutes from the April regular meeting were read and approved with a correction made to the Columbia Pulp construction date being the fall of 2014 not the end of 2015. The monthly budget report and monthly inquiry summaries were reviewed. The commission discussed changes to the office to accommodate the new employee. The Bill Freeman Bits lease was discussed.

MOTION: made by Commissioner Marvin and seconded by Commissioner McKinley to approve the Bill Freeman Bits lease for 2 years with no change to the lease rate. Motion carried unanimously.

Dickinson reported that Annette Hacker, owner of Discover Wellness with Kangen Water decided not to sign the lease but will still use the commercial kitchen every Tuesday from 12-6pm at \$10 per hour.

The Artisan Food Center is a very busy place. The Little Dipper Dairy is doing very well. They are making cheese as fast as they can. The Blue Mountain Station Co-op has decided to move the market to Tuesdays. Dickinson stated that with the momentum that we have established there we need a presence at the Artisan Food Center on Saturdays. Dickinson recommended that the Port hire someone to manage the retail space on Saturdays as a visitor center and market for tenants. This employee wouldn't be eligible for benefits but would pay their share of employment liabilities and taxes. The retail space was discussed at length.

MOTION: made by Commissioner Marvin and seconded by Commissioner McKinley to authorize the Port manager to hire a part time employee not to exceed \$3000 from May thru October to manage the market and visitor center at the Artisan Food Center. Motion carried unanimously.

Phinney reported that the fire department will tour the Artisan Food Center on July 7th. Bill Stalzer and Dickinson have met to discuss the development agreement. The county signage ordinance was discussed as well as the flexibility of the agreement. Stalzer has removed all non-food processing uses from the agreement and installed a clause stating the agreement would be dissolved if big changes needed to be made. The agreement will be for 20 years. The AFC grand opening went very well with a lot of positive feedback.

Dickinson reported that Christine Jarski was hired as the Economic Development Coordinator and her first day will be May 27th. She has been working as the Business Attraction Specialist for the State of Idaho. She will be attending 2 seminars for SEWEDA during the week of May 12th. The conditional use permit hearing for Columbia Pulp will be held tomorrow at 1:15pm. Everything is moving along well. Columbia pulp has options on Seneca's water rights and Gary Grendahl's water rights. Investors will likely be the only hang up. Site work will begin the fall of 2014 and construction is slated to start at the beginning of 2015. The plant will be in production by harvest of 2015. WWCC will be offering a training course for Columbia Pulp. Factory employees will be paid \$20-25 per hour plus full benefits.

The annual Corps inspection will be next Wednesday. Phinney is working on a scope of work for Industrial Building #3 that includes removal of existing carpet in all but two rooms, installation of new flooring, painting and general repairs. This will be sent to all general contractors on our small works roster. Phinney also reported that the HVAC in the warehouse will have to be replaced.

Watco representatives Carl Legg and Ted Kadau were here and met with Jennie. They stated that the train will not be coming to Dayton until the bridges are fixed. Dickinson stated that her plan was to go to the legislature for possible funding this fall, and will meet with legislators this summer. Watco is willing to put 10-15% of funding

toward project. Watco never answered the Port's attorney's questions regarding the lease. In order to go the legislature with a true cost Watco will have to provide the Port with detailed lists of repairs, inspection reports, and the cost of proposed repairs. There are 27 bridges in the 39 miles of line that the Port owns. It is estimated that the repair costs would be \$239,000. Dickinson will be in contact with Seneca.

Mayor George stated that there is a blood drive today at the Seneca Activity Center from 11am to 3:45pm.

The June regular monthly meeting will be held on June 11th at 10am at the Lyon Ferry Marina.

The following vouchers were presented for approval of payment:

Payroll	8478.48	WCIF	557.26
Banner Bank	4,680.32	Banner Bank	2,660.07
CenturyLink	199.24	Cardmember Services	3168.82
Total Office Concepts	65.04	Dayton Chronicle	133.23
Smith Brothers Lawn Care	3129.50	Dingles	145.80
Pacific Power	783.05	City of Dayton	444.13
Sun Pest Management	53.95	Dayton Mercantile	148.26
Artnil	1789.16	James Stenkamp	747.31
Manila Bay Asian Café	421.59	Chapman Heating & Air	531.31
Gypsy Girl Granola	450.00	The Experimental Fermentation Co	225.80
TamiJoy Farms	65.00	Herres Enterprises LLC	225.00
Little Dipper Dairy	450.00	NADS	250.00
Perfection Glass	4210.50	City Lumber	643.34
Rock Hill Concrete	243.10	Basin Disposal	121.01
NPR	512.00	Incidental Fund	325.00
M 4 Construction	2719.08	Amber Phinney	33.60
Jennie Dickinson	693.37		

The amount of vouchers approved for payment was \$38,909.32

Meeting was adjourned at 11:04am.

Dale McKinley, Secretary