

**PORT OF COLUMBIA**  
Regular Monthly Meeting Minutes  
November 12, 2014

Commissioner Warren opened the meeting at 9:00am to interview candidates to fill the District 3 Commissioner vacancy. Those present were Commissioners Warren and Marvin, Manager Dickinson, Auditor Phinney, EDC Jarski, Mayor Craig George, community members and District 3 Commissioner candidates Dain Nysoe, Fred Crowe, Mike Voth and Greg Dow and his wife Carol.

Dickinson gave a brief description of the commissioner duties. This is a one year appointment and will run through December 2015. Anyone within District 3 can file for election in the spring of 2015. The commissioners are paid a stipend of \$114 per meeting. All four candidates were asked 3 questions each and given 4 minutes per question for response time. The candidates were interviewed in alphabetical order.

Public Comment – Mayor Craig George stated that he was glad to see four very qualified candidates and thanked all the candidates for their interest in the commissioner position.

The October meeting minutes were read and approved as written. The monthly budget was reviewed. Dickinson gave a brief explanation of the 2015 budget and the Levy Certification which includes a 1% increase.

Commissioner Warren opened the Public Hearing for the 2015 budget at 10:00am. The misc. grants and loan line item in the revenue portion of the budget is off set by the special projects line item in expenses. This item is added so we don't have to amend the budget if unexpected monies come in. Lot V and Coyote Engineering were discussed. Commissioner Warren closed the public hearing at 10:07am.

**MOTION:** Made by Commissioner Marvin to approve Resolution #2014- 03 - Levy Certification. Motion carried unanimously.

The 2015 budget was discussed. Commissioner Marvin stated that the budget was very well done but would like a side by side comparison next year when we are preparing for the 2016 budget.

**MOTION:** Made by Commissioner Marvin to approve the 2015 Port of Columbia budget. Motion carried unanimously.

The Dayton Tractor and Machine lease was renewed for 5 years at \$1900 per month plus leasehold tax. The commissioners reviewed a railroad crossing application from Eric Cochran, Rifle Ridge Farms JV. Dickinson did a site visit of the crossing and discovered that the Cochrans are farming the railroad right of way. Dickinson asked that the Cochrans enter into a railroad right of way lease with the Port for the land they are farming.

**MOTION:** Made by Commissioner Marvin to approve the crossing application for Eric Cochran, Rifle Ridge Farms JV. Motion carried unanimously.

Dickinson reported that the quote from Total Office Concepts for the temporary walls was very high. A local contractor was asked to give the Port a quote for building walls. The breakwater repairs are complete. Dayton Tractor and Machine's roof was looked at it was determined that gutters are not the solution. A repair of the existing flashing should fix the leak in the addition. An inquiry about 521 Cameron was discussed. The individual wanted to use the space for storage. Phinney told the individual that the Port would like to see a business locate in this space. Jarski's economic development coordinator report was included in the commissioner's packets this month. Jarski reported on the Tucannon River Wind Farm stating that all the turbines were complete. No word on the CDBG grant but the review committee has met. We should know the outcome soon. Ski Bluewood met with the USDA regarding funding for the power extension. The feasibility study will cost \$40,000 - \$50,000.

**EXECUTIVE SESSION:** Was held to evaluate the qualifications of candidates for appointment to elected office. Commissioner Warren stated that the session will last 25 minutes. Executive session started at 10:33am and lasted until 11:00am.

The meeting reconvened at 11:00am with a discussion held regarding commissioner candidates. All four candidates were very qualified and will be encouraged to file this spring.

**MOTION:** Made by Commissioner Marvin to accept the application of Fred Crowe to the vacancy left by the death of Commissioner Dale McKinley. Motion carried unanimously.

Special guest Bill Stalzer gave the Commissioners a summary of the development agreement. The development agreement is a 20 year agreement between the Port and Columbia County. Once the agreement is in place we are vested to the zoning and codes that were in place at the time. Any changes to those codes or zoning in the 20 years of the agreement will not affect the BMS site. If a parcel for the 21 acres is sold, the buyer must adhere to the development agreement. The Port can at any time request changes to the agreement; no other entity can make changes only the Port. The approval process, dates and benefits to the county were discussed. Bill Stalzer pointed out numbering errors on Appendix H and I. There are also corrections that need to be made to Appendix G regarding the multiple building complex signage. Several clerical errors within the agreement will also be corrected. Once corrections are made Dickinson will submit the agreement to the Port attorney for review.

**Motion:** Made by Commissioner Marvin to approve the Blue Mountain Station Development Agreement with the removal of draft and correction of items noted during review. Motion carried unanimously.

The following vouchers were presented for approval of payment:

Payroll	12,804.38	WCIF	1,038.82
Banner Bank	4,680.32	Banner Bank	2,660.07
CenturyLink	188.57	Cardmember Services	648.87
Total Office Concepts	132.39	Pacific Power	827.34
City of Dayton	934.88	Sun Pest Management	53.95
TVTV	50.00	Dingles	13.91
Ferrellgas	264.58	Linen & Uniform	75.68
Stalzer & Associates	1236.00	Basin Disposal of WW	103.20
NPR	992.00	Smith Brothers Lawn Care	1004.68
Crown Paper & Janitorial	39.29	Dayton Electric	2033.90
Downtown WW Foundation	1750.00	Wilbur Fletcher	12215.30
Bly's Plumbing	319.55	City Lumber	33.35
Capital Press	47.49	Inland Cellular	41.58
Waitsburg Times	40.00	Basin Disposal	14.85
Christine Jarski	79.52	Jennifer Dickinson	914.53

The amount of vouchers approved for payment was \$44,845.00

Meeting was adjourned at 12:00pm.

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Earle Marvin, Secretary