

**PORT OF COLUMBIA**  
Regular Monthly Meeting Minutes  
December 14, 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 Craig George, Terry Robins, Chris Shires, Dave Gordon, Grant Glaus, Carla Rowe and Earle Marvin.

The meeting was opened for public comment: No comment was received.

Reviewed administrative items: Minutes from November meeting were read and approved. Monthly budget report and inquiry summary were reviewed. Dickinson stated that the Port has \$200,000 in the Temporary Investment and the year-end financial report will not be complete until final numbers are received from the County Treasurer. A complete 2011 financial report will be given at the beginning of 2012. Brain Ward and Desperado Cowboy Bullets leases were signed by all commissioners. Desperado Cowboy Bullets lease will increase by \$25 in 2013. Walla Walla Juvenile Justice Center was also discussed; The Port will no longer market the Seneca building, so Seneca will take over the lease at the first of the year. Phinney will email contact and lease information to Robins and Shires. Dickinson also reported the loss of the Port's camera during The Tilth Conference. Phinney will remove the camera from the Small & Attractive Assets list. The camera will be replaced at a later date.

Lyons Ferry Marina: Joyce McDonald from the CoE contacted Dickinson this morning; McDonald will be new contact for the Port. Our annual paperwork has not come through due to pesticide application regulations that have not yet been settled between federal agencies.

PCC Railroad: Dave Gordon from Northwest Grain Growers discussed their rail shipping needs. It would cost \$68,000 to put the Waitsburg rail back into service and would take 4 years for NWGG to get their investment back. Terry Robin and Chris Shires from Seneca stated that they are very pleased with the rail services. They stated that they have shipped about 28 cars this year and plan to ship another 10 by the end of February. The only shipping they do by truck is to destinations that do not have rail. Dewitt lease- Dickinson met with Jay and his partner; they are still unhappy with the proposed lease. They would like an amendment made allowing them to leave the foundation in the ground due to the cost of removal. They would also like the \$50/year per acre be retroactive back to 2010. Dickinson recommended to the commissioners that it not be retroactive. Commissioner Turner stated that he thought breaking the foundation down to 3 feet underground and covering it with fill would be fine. Commissioner McKinley asked what the DeWitts owed; Dickinson stated that they owed \$1354.08 and had not paid their lease since 2009. Sending the bill to collections is the next step if payment is not worked out soon.

**MOTION:** Made by Commissioner McKinley and seconded by Commissioner Turner that there be no retroactive reduction, and the foundation may be left in the ground 36" below grade and filled. Motion carried unanimously.

Blue Mountain Station: Bill Clemens, Dennis Miller and Dickinson all attended The Tilth Conference in November. The feedback from the participants was good; they also heard a lot of comments about a need for small, commercial-style grain mills. Dickinson suggested looking into the cost of a grain mill and the possibility of moving the blue shed from the home site to the phase 1 site by the parking lot. These ideas will be discussed tomorrow at the BMS committee meeting. Grant search is not going well; there are not a lot of grants we qualify for available. Marketing and Planning- BMS committee is meeting tomorrow and will be asking P'Chelle International for a marketing proposal for 2012. P'Chelle International will also be asked to give a presentation to the commission in the first part of the year. Commissioner McKinley expressed his

concern about the look of the BMS site; he believes that it is part of promotion for the grounds to look good. Dickinson will do some research into landscaping and watering of the grounds. She also discussed the idea of on-site vegetable farming.

Industrial Park: Dickinson reported that Hammerdown fitness is doing very well and seems to be very popular. The City of Dayton approved the Cameron Street Utility Easement. The Port has a vacant industrial building, 5 Port Way; David Gloor has moved his business to Walla Walla. Dickinson discussed her plans of signage for the Industrial Park, having vehicular signage installed at the intersections in the Industrial Park clearly identifying the businesses.

Community and Economic Development: Dickinson reported that she will be serving in a bigger role in the Walla Walla Regional Signage phase due to the departure of Michael Davidson.

Public Comment- Carla Rowe, an employee of Bob Gemmell, commented that the Port should have a maintenance schedule in place for the buildings in the Industrial Park. She believe there are several maintenance issues at IB#1; the roof leaks due to a gutter issue at the back of the building, lighting, problems with the large roll up door, much needed electrical and technology updates, the furnace needs to be replaced, and the front awning leaks when it snows. Dickinson replied that it is a tenant’s responsibility to notify the Port of problems, but we will look into it.

Craig George thanked Commissioner Turner for all of his years of service.

The following vouchers were presented for approval of payment:

Payroll	\$	7,305.08	Resource Solutions, LLC	\$	5,469.64
WCIF	\$	614.58	Dingle’s	\$	66.07
Banner Bank N/P	\$	4,680.32	Dayton Mercantile	\$	14.75
Pacific Power	\$	258.76	Digital Barn Productions LLC	\$	3,000.00
City of Dayton	\$	174.17	Bly’s Plumbing	\$	844.32
CenturyLink	\$	161.25	Dept. of Commerce	\$	50.00
Cardmember Services	\$	609.75	Walla Walla Webweavers	\$	150.00
Blue Mountain News	\$	252.00	Water Watch Irrigation	\$	55.00
P’Chelle International	\$	5,000.00	Col. Co. Krazy K9s	\$	100.00
Total Office Concepts	\$	72.23	Capital Press	\$	49.00
Blue Mnt. RC & D	\$	100.00	Marketing Solutions NW	\$	435.00
Walla Walla Electric	\$	438.70	Tressa Buman	\$	789.04
Dayton Chronicle	\$	91.78	Flynn’s Electric LLC	\$	270.21
Cardmember Services	\$	859.36	Amber Phinney	\$	66.60
Jennifer Dickinson	\$	1,127.09	Anderson Perry, Inc	\$	1,590.98

The amount of vouchers approved for payment was \$34,832.73

Meeting was adjourned at 11:32am.

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Dale McKinley, Secretary