

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
April 12, 2017

Chairman Marvin opened the meeting at 7 pm. Those present were Commissioners Marvin, Crowe, and Warren, Manager Dickinson, EDC McMasters, Auditor Smith, community member Michael Haight and member of the press Loyal Baker.

Dayton High School FFA gave a presentation on pros and cons of wind and hydro energy generation projects.

The minutes from the March meeting were discussed.

MOTION: Made by Commissioner Crowe, and seconded by Commissioner Warren to approve the March minutes as written. Motion carried with no further discussion.

The budget report was reviewed. Income and expenses are in line with projections. There have been some early tax payments and an increase in commercial kitchen rentals. Quarterly reports are complete.

One lease was presented with Verdurous Gardens, owned by Lorrie Bensel; an experienced gardener who specializes in growing greens will be leasing the garden space at Blue Mountain Station for \$25 per month plus leasehold tax. She might not use the entire garden space this year, but plans to increase next year. Commissioners signed lease.

Dickinson gave an update on the new website. There were some complications with the website transition and we lost email for 2.5 days. The transfer is now complete; however, the website is not 100% ready and will be a work in progress. Dickinson demonstrated the website and how to navigate. We will be able to update the website and add information from our office.

Smith provided a report on repairs in the Industrial Park. Kyle's re-spread the gravel moved during snow removal. Blue Mountain Station had some spring yard maintenance completed. Opp and Seibold replaced the door thresholds at the USDA building. In preparation for leasing suite A, the floor was re-sealed. Apollo suggested that we establish a 6 month maintenance plan. After reviewing this plan, we decided to sign up for this service.

The Blue Mountain Station Commercial Kitchen use has increased. With the additional rentals, the kitchen is being deep cleaned more frequently. Bee Local Farms, Suite A, will be moving in. Advertising for available space at Blue Mountain Station and the new building continues on Craigslist and social media. McMasters is getting approval to put an "Available for Lease" sign on new building. The Port offered three scholarships to the FABREO food show.

There have been multiple requests for used railroad ties, but Frontier stated that they are going to reuse them. Koppers has completed all work except one bridge. Bridge needs to be replaced with a culvert. It will be \$27,000.00 over budget. The Port did not agree to pay more. They understand that CWW put a lot of time and money into this project and are very appreciative. Conversation was held regarding putting \$5,000.00 revenue from the sale of the Seneca Spur Line into the project. **MOTION:** Made by Commissioner Crowe to put \$5,000.00 from the sale of the Seneca Spur Line into the project. Commissioner Warren would like more information regarding the location and to ensure that this remaining project is in Columbia County. Motion died due to not having a second.

Frontier Rail mentioned interest in buying the railroad line and asked if The Port will consider taking rehabilitation and work completed into consideration. There are benefits of selling. Seneca would like to remove the railroad line, diagonally between the buildings. Seneca owns this portion of railroad line. Paul met with Seneca and they will work on an agreement. Brad will work with Paul regarding the business on the railroad and will report quarterly.

Dickinson provided a handout with a diagram of Lyons Ferry Marina and damaged areas. Enduris authorized 80 feet of walkway to be replaced and all others will be repaired only. North Idaho Maritime and Walla Walla Electric are contractors working on the repairs. Once floatation is replaced, if necessary, the insurance company will reassess damage. The Joint Aquatic Resource Permit Application is being reviewed. North Idaho Maritime received the notice to proceed and order supplies. They plan to start staging next week and are hopeful to have repair completed by Memorial

Day. The Annual Lyons Ferry Marina Report was submitted to the Corps of Engineers. The annual inspection will take place April 26, 2017. The deadline to receive SOQs for the Marina Project is April 21, 2017. This will allow time for 2018 funding.

Dickinson attended a Washington State Parks Planning Workshop. Palouse Park was a focus of conversation. Palouse Falls is now the State waterfall. An increase of visitors and parking is a concern. There are RCO Grants for state parks.

Doug Hines has been working on a 1.5 mile trail behind Port Building. This will accommodate bikes and walker/runners. High School Cross Country Track team can use the trail. A "Use at Own Risk" sign needs to be installed at the trailhead. Park Planning for Caboose Park has started up again. Some downtown pedestrian and vehicular directional signs and the kiosk have been installed on Main Street.

McMasters gave his business reports. The unemployment rate is down at 7.3%. Columbia County is listed 2nd lowest in state median household income. Taxable retail sales in quarter three have increased. Agriculture, forestry, fishing, manufacturing, wholesale trade and transportation & warehousing decreased. Professional, scientific & technical, arts, entertainment & recreation all showed an increase. Mc Masters also reviewed ADO Report. Dumas Station, The Last Resort, Blue Mountain Realtors and Smith Hollow Farmstead received scholarships WordPress class.

The following vouchers were presented for approval of payment:

Payroll	\$15,887.49	Dayton Mercantile	\$34.58
Dept of L&I	\$340.18	WW Web Weavers	\$95.00
Employment Security	\$77.35	City Lumber	\$50.74
Dept of Revenue	\$5,587.27	Dayton Chronicle	\$361.20
City of Dayton	\$514.30	Dayton Chamber	\$5,000.00
Century Link	\$256.03	WCIF	\$321.84
Pacific Power	\$1,409.39	Banner Bank	\$4,680.32
Ferrellgas	\$591.41	Banner Bank	\$2,266.07
DRS - OASI	\$25.00	Banner Bank	\$4,216.67
Dingles	\$94.92	Cardmember Services	\$1,183.29
Total Office Concepts	\$101.76	Basin Disposal Inc	\$15.95
Northwest Public Radio	\$575.00	Basin Disposal of Walla Walla	\$123.24
US Linen & Uniform	\$82.66	Marinella & Boggs	\$750.00
Artmil	\$1,080.00	Opp & Seibold	\$560.63
Walla Walla Union-Bulletin	\$613.00	Incidental Account	\$588.60
Apollo	\$981.21	Quality Roofing	\$406.13
Double T Construction	\$454.86	Louise Waggoner	\$675.00
Kenny Dimmick - 2K Electric	\$127.49	Bradley McMasters	\$350.00
TvTv	\$180.00	Angela Smith	\$303.33
Smith Brothers	\$2,044.70	Jennie Dickinson	\$609.51

The amount of vouchers approved for payment was \$53,616.12

EXECUTIVE SESSION: Was held to evaluate Port Manager. Commissioner Marvin stated that the session would last approximately 30 minutes and that no action would be taken after the session. Executive session started at 8:03 pm and lasted until 8:25 pm.

Meeting reconvened at 8:25 pm and the meeting was adjourned.

Next meeting will take place on May 10, 2017 at 7:00 pm.

Fred Crowe, Secretary