

**PORT OF COLUMBIA**  
Regular Monthly Meeting Minutes  
May 10, 2017

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

The minutes from the April meeting were discussed. Commissioner Marvin stated that there is a need to use full names and not using acronyms in the meeting minutes. **MOTION:** Made by Commissioner Crowe, and seconded by Commissioner Warren to approve the April minutes as written. Motion carried with no further discussion.

The budget report was reviewed. Income and expenses are in line with projections. The tax payments are not as high as anticipated. Smith has been in contact with the County Treasurer and the wind taxes will be on the May report. The ADO funding was reclassified to the grants/loans. Payment for Lyons Ferry Marina ice damage is listed under special projects expenses.

One lease was presented with XO Alambic, owned by Berle W Figgins Jr; current renter at Blue Mountain Station, Suite J. The lease is a two year term at the current rental rate of \$768.00 plus leasehold tax and utilities. The Commissioners signed lease.

Smith provided a report on project 2017-2 – Rock Hill Industrial Park Gravel Grading. Three businesses responded to the Request for Quotes; POW Contracting, Harry Johnson Plumbing & Excavation and Dayton Construction. They provided the price for work, estimated amount of gravel and estimated amounts of loads of gravel. POW provided the highest estimate and projected that it would be \$550.00 per load of gravel with a total cost of \$51,500.00. They stated that they did not come look at the project area prior to putting in a bid and felt that their estimate was fair. Harry Johnson Plumbing & Excavation projected that it would take 8 loads of gravel at \$227.00 per load and a total cost of \$9422.10. Dayton Construction provided the lowest estimate and projected that it would take 10 loads of gravel at \$220.00 per load and a total cost of \$8704.07. Once required paperwork is approved, the selected company will have 10 days to complete the project. **MOTION:** Made by Commissioner Warren, and seconded by Commissioner Crowe to have Dayton Construction complete the work on project 2017-2 – Rock Hill Industrial Park Gravel Grading. Motion carried with no further discussion.

There is still progress with the new building at Blue Mountain Station. The Port will pay for the power vault and extension. Brad was in contact with the builder's business partner yesterday and is working with potential tenants. One of the commercial kitchen renters is planning to meet with him this week with the possibility of renting a suite. There is a WSU craft brewer that the builder might be willing to supply some equipment for. Flyers with available space and specs have been placed at Blue Mountain Station and are also being advertised on Craigslist. The annual Easter Egg Hunt was a success. There were 300+ attendees. The next educational class is canning asparagus on May 21, 2017 with 15 attendees. The co-op is offering a Mother's Day special; kids can paint a pot and plant a flower for their mom. The first day there were 12 kids and a lot of new faces. The summer kickoff is May 27, 2017 after the Mule Mania and Dayton Days Parade. There will be face painting, bounce house and vendors.

Laura Nielson, owner of the Cameron Court trailer park, is interested in purchasing 50 feet of property on the east side to make room for newer trailers and give tenants more room. It was mentioned that there could possibly be landscaping or trees to show new property line. The long term impact on Blue Mountain Station was brought up and Dickinson is going to check on the zoning. The length of siding will not be impacted. The price was discussed and it would be \$27,000-\$30,000 per acre. Dickinson will discuss with Nielson to see if she would be interested.

Paul Didelius from Frontier Rail gave an update on the railroad projects. The projects are 98% completed and need to be wrapped up by June; however, they are \$27,000.00 over budget. There have been a lot of business development calls placed to AG chemical, grain, and market export companies to see if there is interest in shipping on the railroad. There are drainage problem near McGregors that will be worked on in the fall after harvest. Seneca is interested in shipping using the railroad. There was a discussion regarding using the railroad to ship wind equipment with the upgrade of wind towers in the area. There are times that equipment has to go on the highway due to the size of the rail tunnels. There could possibly be a lay down yard at BMS with a temporary road allowing trucks to enter and exit easier. Conversation was held regarding putting \$5,000.00 revenue from the sale of the Seneca Spur Line into the project. **MOTION:** Made by Commissioner Warren, and seconded by Commissioner Crowe to put \$5,000.00 revenue from the sale of the Seneca Spur Line into the rail project. Motion carried with no further discussion. Once the railroad opens and the first train comes there should be a celebration at

the Depot or Blue Mountain Station. Frontier invoices were discussed and they are reworking the cover letter to be included with the invoices to cut down on confusion. Didelius provided the phone number for general inquiries 971-888-6011. Frontier is still interested in purchasing the railroad from the Port, possibly in 3 years after their contract expires. McMasters and Didelius have been communicating and plan to report quarterly; leads and usage, number of cars used annually and potential cars, amount impacted, and number of displaced cars.

Dickinson provided an update on the repair to Lyons Ferry Marina. North Idaho Maritime has completed phase 1- \$106,000.00 in work. They have replaced the flotation in walkway C and reconstructed walkway A/B. The Annual Inspection with the US Army Corps of Engineers went very well. There is a new electrical certification that will need to be completed, however, information on this has just been received. The facility plan received good response and Dickinson provided a recommendation of Reid Middleton. They are offering two site visits with one being this summer. **MOTION:** Made by Commissioner Warren, and seconded by Commissioner Crowe to authorize Dickinson to sign contract agreement with Reid Middleton for Lyons Ferry Marina facility update plan. Motion carried with no further discussion.

McMasters gave an update on his business reports. There are new business leads that all stemmed from the Craigslist advertisement; Project Pastry II, Project Hemp, Project Carne, and Project Pasta. Visits have been arranged and one has already visited Blue Mountain Station. There will be two participants from Dayton attending the Walla Walla Business Summit. Participants successfully completed a 6 week WordPress course. The 'Welcome to Dayton' sign work is being completed by volunteers. XO Alambic, tenant at Blue Mountain Station, joined the Dayton Chamber and will have a ribbon cutting, tentatively scheduled for June 1, 2017.

There are three public hearings for conditional use permits schedule this month. The first will be May 19, 2017 for DJ & Dianne Frame as a wedding venue. The others will be May 24, 2017 for Tim White as a RV Park and Trailhead Cannabis as a retail store. It is good for other business and community members to support economic development in the community.

The following vouchers were presented for approval of payment:

Payroll	\$15,887.49	Mark Dilg	\$650.01
Total Office Concepts	\$135.02	Dayton Chronicle	\$184.00
Northwest Public Radio	\$575.00	City of Dayton	\$520.21
US Linen & Uniform	\$81.44	Cardmember Services	\$2,826.31
City Lumber	\$138.21	Crown Paper and Janatorial	\$67.58
Dingles	\$129.31	Touchet Valley Television	\$60.00
Sun Pest	\$53.95	Basin Disposal Inc	\$15.95
Smith Brothers Industries	\$745.05	Basin Disposal of Walla Walla	\$115.53
Incidental Account	\$84.00	Louise Waggoner	\$675.00
Dayton Mercantile	\$20.96	Gem Body Shop	\$1,551.83
Pacific Power	\$897.81	Jennie Dickinson	\$758.44
Banner Bank	\$4,680.32	Brad McMasters	\$424.52
Banner Bank	\$2,266.07	Angela Smith	\$296.83
Banner Bank	\$4,216.67	North Idaho Maritime	\$106,745.87
WCIF	\$321.84		

The amount of vouchers approved for payment was \$144,630.62

Meeting reconvened at 8:19 pm and the meeting was adjourned.

Next meeting will take place on June 14, 2017 at 10:00 am.

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Fred Crowe, Secretary