

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
June 13, 2018

Chairman Marvin opened the meeting at 10 am. Those present were Commissioners Marvin and Warren, Manager Dickinson, Economic Development Coordinator Witherington, Auditor Smith, Lyons Ferry Marina Manager Joanne Knouf.

The minutes from the May meeting were discussed. **MOTION:** Made by Commissioner Warren, and seconded by Commissioner Marvin to approve the May minutes as written. Motion carried with no further discussion.

The budget report was reviewed. Both income and revenue are normal for this time of the year, except for special projects. The Port received a partial insurance payment for the breakwater repair. The estimated cost of this project is \$75,000.

Dickinson reported that the Boys and Girls Club is interested in renting Bay B in Industrial Building #5. They want to make this into a pickleball court with a key entry. This would be open to not only Boys and Girls club children, but also to the public. This building would need to have a HVAC system installed. Any improvements made to the space would need to be added into their monthly rent. Commissioners agree to move forward with discussion of leasing the space and would like a 1 year lease with option to renew.

Dickinson's title was changed from Port Manager to Port Executive Director. Witherington's picture and bio need to be put on the website.

Bob Gemmell plans to start working on the breakwater repair next week. The US Army Corp of Engineers did their annual inspection and there were only minor repairs needed. They have concerns about the replacement flotation that was installed after the ice damage. They will contact Enduris, the insurance company, directly regarding this. The highway signs are going to be updated and replaced by the Corp. The Corp is expecting the facilities plan but will only grant approval project by project. Lyons Ferry Marina Manager Knouf reported that they are working on getting the cabins ready. They currently have three cabins and one laundry facility. All have water to the cabins, but not to the sewer and will soon have electrical. The Port is willing to help with the cost of renting a ditch witch to get the plumbing completed. They are hoping to have the project complete by July 4th. There will be a KOA quality assurance inspection on July 24. Moorage numbers are higher this year. There is a wait list for moorages B & C. They are looking into putting teepees at a few tent spots for next year. There are currently five fishing guides; one local, two out of Lewiston and two that only come on the weekend. This information will be given to the Chamber. They stated that a lot of campers are interested in hiking. There are hiking maps at the Chamber and the Umatilla National Forest Service has trails listed online. They are currently struggling to keep a cook; they will have deli items and specials on the weekends. The lease states that there has to be a restaurant on site. The General Store makes hamburgers without a grill; will find out more info and let Joanne know. The commissioners thanked the Lyons Ferry Marina staff for all of their hard work.

Smith reported on maintenance items. In preparation for the Summer Market Opening, the windows were washed at Blue Mountain Station. The overhead door motor at Dayton Tractor was replaced. Touchet Valley Landscape provided landscaping services at Blue Mountain Station and the Industrial Park. Sunpest Management is still providing rodent control in the Industrial Park. Maintenance was done on the HVAC system at Blue Mountain Station.

Witherington reported on events at Blue Mountain Station. The summer market opening had a great turnout and was a great start. Hours have been extended for summer; the market will also be open Wednesday and Thursday from 11-2. There will be a market design expert coming to help with the layout of the market. The car charging stations should be complete in the next couple weeks. FABREO is this week; Kathryn, Mama Monacelli's Kitchen and Mary's will be attending. Foodstock will be next month and there will be a food and wine pairing event on June 29 that will also offer childcare.

They are still waiting for the appraisal on Building #2. Mama Monacelli wants to rent from the Port. There is another business that was interested in 5 Port Way, but Building #2 could possibly work for them. The current building owner continues to slowly make improvements to the building. An MAI appraiser out of Spokane is preparing the appraisal.

The Columbia County Golf Course has requested to lease the water rights at Blue Mountain Station. It was mentioned that they could do a better job of maintaining the green with water, fertilizer, etc. There was a discussion regarding what water

is worth and how much they would lease the water right for. Dickinson will move forward with doing research on how to monitor water usage and the cost.

The FRA came and inspected the crossings in Columbia County. The crossings are not listed on the national registry. Paul Didelius and Dickinson met with the Grain Growers at the site where they want to purchase the railroad. We will consider selling the siding property, but only if a future connection to the main line is preserved. Paul will work with an engineer to determine the best connection route and then they will communicate with the Grain Growers. Rock is being loaded by Long's Elevator. Seneca usage has increased and they are currently testing with thirty cars. Didelius is working with a local grain business to transport to a site in Portland Oregon.

Dickinson, John Begley of Columbia Pulp, and Norm Passmore County Commissioner, met regarding the article that was printed in newspapers about taxes in Columbia County. This was misinformation and the community has been calmed. Dickinson sent a letter to the editor to all papers to help correct the problem. Columbia Pulp has a lot of benefits to our community. It was reported that Bluewood will be replacing the platter pull with two conveyor belt lifts. They will also be putting a yurt warming station at the top of the mountain. Columbia County Public Transportation is going to offer free rides to the area pools this summer.

Witherington provided the economic development report. Joe Jacobs from Small Business Development Center in Walla Walla will be coming to Dayton to meet with business owners. She is working with the Communication Manager with the WPPA to develop a Port of Columbia marketing plan. Industrial Building #5 is being promoted and emphasized that it is already set up for technology advanced businesses. There will be a series of marketing classes coming to Columbia County. The first event is scheduled at the Liberty Theater on Monday July 9 at 5:30. The next Cup of Joe will be held at Columbia Pulp. They just held their first job fair and had 86 applicants. Grant money was received to bring a grocery store design expert to the co-op market on July 11. He will provide design plans to make the market more inviting.

The following vouchers were presented for approval of payment:

Payroll	\$16,943.03	Banner Bank	\$4,216.67
A-Glass Act	\$288.00	Dingles	\$17.33
Dayton Electric	\$487.35	Dayton Chronicle	\$81.95
Total Office Concepts	\$79.81	Dayton Merchantile	\$30.11
Incidental Account	\$114.91	City of Dayton	\$1,236.59
Touchet Valley Landscape	\$1,671.68	Pacific Power	\$1,033.22
NW Public Broadcasting	\$580.00	Basin Disposal of WW	\$138.08
US Linen	\$127.44	Basin Disposal Inc	\$32.44
WPPA	\$790.00	Cardmember Services	\$5,692.16
CenturyLink	\$273.57	Jennie Dickinson	\$398.30
Overhead Door	\$2,059.60	Kathryn Witherington	\$411.59
Apollo	\$1,227.74	TVTV	\$65.00
SunPest Management	\$161.85	Angela Smith	\$269.48
WCIF	\$1,568.21	PNWA	\$670.00
Banner Bank	\$4,680.32	Waitsburg Times	\$225.00
Banner Bank	\$2,380.98		

The amount of vouchers approved for payment was \$47,952.41.

Meeting was adjourned at 11:25 am. Next meeting will take place on July 11, 2018 at 10:00 am at the Port of Columbia.

Fred Crowe, Secretary