

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
February 13, 2019

Chairman Crowe opened the meeting at 10 am. Those present were Commissioners Marvin, Crowe and Warren, Executive Director Dickinson, Economic Development Coordinator Witherington, Auditor Smith, and member of the press Michele Smith

The minutes from the January meeting were discussed. There was an error in the minutes regarding the maintenance at Blue Mountain Station. Commissioner Marvin made the suggestion to have the fire district do a site visit, not Commissioner Crowe. **MOTION:** Made by Commissioner Marvin, and seconded by Commissioner Warren to approve the January minutes with correction. Motion carried with no further discussion.

The 2018-year end budget was reviewed. Smith matched the budget to the year-end treasurer report. We ended the year with more money than anticipated, partly due to the railroad consulting fee being shifted to 2019. The revenue amount was much higher due to the bond for Blue Mountain Station Building #2. Overall there was a healthy cash ending balance and Dickinson plans to put \$50,000 in temporary investments.

The 2019 monthly budget report was reviewed. It was noted that there needs to be consistency with the format. Smith will ensure that this is corrected. The debt service payment for Blue Mountain Station Building #2 was lower this month. Banner Bank will be contacted to see why the amount is fluctuating.

There was one lease to be signed by the commissioners. This is a one-year renewal for Verdurous Gardens, Lorrie Bensel, who operates the Blue Mountain Station garden space for \$25.00 per month plus cost of water. Commissioners signed lease.

The Port of Saint Helens changed their name to the Port of Columbia. Dickinson spoke with the Executive Director regarding the name change. They stated that they looked at our website and they thought it was ok to change their name because they're in Oregon and they added "county" to their name. This creates a lot of confusion and the Port is receiving calls and notifications for the Port of Columbia in Oregon. **MOTION:** Made by Commissioner Warren, and seconded by Commissioner Marvin to approve signing and sending a letter to the Port of Columbia, Oregon requesting them to reconsider their name. Motion carried with no further discussion.

The sublease for Wally and Joanne, managers at Lyons Ferry Marina was submitted to the Corp of Engineers and approved. They are running water bubblers to control the ice around the docks with success, however the electricity goes out often, which creates additional freezing problems. Commissioner Crowe mentioned that it would be beneficial for them to have a backup generator. They are open for simple breakfast and lunch meals at this time.

Dayton MMA & Wrestling notified the Port that they will be moving out of the community and no longer wants to rent space. They will be vacating at the end of February. Dan's Tool Truck vacated his space at the end of January. Available Port properties are being advertised. Manila Bay will be closing their doors at the end of February and will be moving to Vancouver for personal reasons. After commissioners signed his lease renewal, the tenant never signed the lease and it rolled to a month to month lease. He has asked the Port if they would be interested in purchasing any of his equipment or supplies. A food service establishment, bakery or caterer holding special events would be a good option for this space.

The final architectural plans for Blue Mountain Station Building #2 were dropped off yesterday. The building is $\frac{3}{4}$ full and have signed commitment letters. Dickinson will be the general contractor for the project. Now that final plans have been received, the architect will be done with the project. Commissioner Marvin stated that he can provide a list of names for the plans to be overlooked. They have received an architect recommendation from the Port of Pasco. The charging station at Blue Mountain Station is now listed on the Tesla charging station map. The cost for the charging station at Blue Mountain Station is being tracked by the Pacific Power invoice.

Webber and Didelius are continuing communication regarding the rail line funding plan update. There are a few obstacles that they are running into. Columbia Walla Walla Railroad is unable to obtain rail cars from Union-Pacific which prevents Seneca shipping seed by rail. Didelius is feeling good about obtaining operating rights for the rail line from Walla Walla to Wallula. There have been farmers that have been having railroad crossing problems. Didelius has been working with them to resolve the problems. Dickinson is working with Seneca to deal with a pile of leftover splintered ties that need to be disposed of.

Dickinson stated that she has been attending the Comprehensive Plan update meetings. There was a food HUB event on February 12 at the Walla Walla Fairgrounds. There was approximately thirty-five farmers and producers that attended. Of the thirty-five attendees, approximately 25% have used the commercial kitchen at Blue Mountain Station. Walla Walla currently does not have enough commercial kitchen space. Beth Robinette with LINC also did a great presentation and provided useful information. The Blue Mountain Station was contacted by Jean McKeen regarding selling flowers. Jean will no longer be selling flowers, but does not want this to leave town. The co-op is planning to take this on, but need a greenhouse. Dustin with Touchet Valley Landscaping and Dickinson shopped for a greenhouse. The Port purchased a 20x21 greenhouse that will need footings poured. Both the co-op and garden tenant can use the greenhouse.

Witherington continues to work on affordable housing in Columbia County and plans to convene the housing committee group this month. Senior living is an area of concern as a lot of seniors are over housed. If other options were available for seniors, then more houses would be available. Alex Stone with National Park Service will be coming to town on March 19-20 to start work on the bike trail concept plan. An application has been submitted for CERB funding for a broadband planning study. Witherington and Dickinson will be traveling to Olympia in March to present this to the legislature. The January Cash Mob was at Azure Mountain Botanicals. They stated that this was their best day of sales ever. The Winter Rose Café will be hosting Cup of Joe that will highlight new businesses. She will also be looking into hosting a job fair for local businesses.

The following vouchers were presented for approval of payment in the approved amount of amount of \$55,145.14.

Payroll	\$17,024.39	WCIF	\$2,222.50
Total Office Concepts	\$98.11	Cardmember Services	\$953.02
LEAF	\$201.73	City of Dayton	\$1,147.35
CenturyLink	\$310.41	Pacific Power	\$1,616.41
US Linen	\$88.64	Newcomb Architecture	\$3,000.00
Dayton Chamber	\$700.00	Jennifer Dickinson	\$139.91
Dingles	\$33.00	Ferrellgas	\$329.33
Sun Pest Management	\$107.90	Basin Disposal Inc	\$34.04
Snake River HVAC & R	\$150.40	Basin Disposal of WW	\$141.54
Touchet Valley Landscape	\$590.23	Dayton Mercantile	\$15.76
Northwest Public Broadcasting	\$580.00	Senske	\$2,918.67
Department of Health	\$215.20	Kathryn Witherington	\$449.99
Waitsburg Times	\$189.00	Banner Bank	\$4,680.32
Inland NW Partners	\$150.00	Banner Bank	\$2,380.98
Badger Construction	\$649.20	Banner Bank	\$4,216.67
Dayton Electric	\$813.00	Banner Bank	\$798.61
Chapman	\$689.42	Junior Achievement of WA	\$500.00
Oxarc	\$416.26	The Club	\$5,000.00
WPPA	\$1,046.00	Incidental Account	\$119.61
Dayton Chronicle	\$427.54		

Meeting was adjourned at 10:57 a.m. Next meeting will take place on March 13, 2019 at 10:00 a.m. at the Port of Columbia.

Earle Marvin, Secretary