

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
March 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, and Auditor Smith

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

The 2019 monthly budget report was reviewed.

There was one lease to be signed by the commissioners. This lease is for Humble Honey and will be month to month. His wife has a hemp business that is doing very well and he is unsure if he will need the space at Blue Mountain Station any longer. His lease will increase fifty-dollars a month and has the option to enter into a longer lease if requested.

Dickinson, Witherington and Commissioner Marvin are registered for the Washington Public Ports Association Spring Meeting.

The electrical certification at Lyons Ferry Marina is being completed by Walla Walla Electric. There are lots of upgrades needed and they will be working with Wally to complete some of the work. They have been using the bubblers to control the ice and will be ready to go when the snow melts. All of the cabins are rented for Memorial Day weekend.

The following maintenance items were completed in the Industrial Park; the fan relay was replaced in the HVAC unit at 2 Port Way, the electrical breaker for the HVAC unit was upgraded at 5 Port Way and snow removal throughout Port properties.

The Port purchased a greenhouse for tenant use at Blue Mountain Station. It has a plastic top that will be easy and inexpensive to replace, when needed. Summit Construction is working with Touchet Valley Landscape to install the footings and anchor. Extended hours will begin on April 9. Verdurous Garden will be supplying the Co-Op with vegetable starts.

Dickinson continues to work with Newcomb Architecture to finalize the building plans. An engineering firm reviewed and made recommendations on the plumbing and HVAC. There was a lot of interest at the walk-thru. It is requested that companies submit quotes for each section of interest. Bids are due Friday, March 15 by 3:00 p.m.

Paul is continuing to work towards obtaining the rail line from Walla Walla to Wallula. Seneca and Union-Pacific are working together to get cars so Seneca can ship seed.

Dickinson provided the Executive Director report. She stated that she and Witherington continue to participate in the City & County Comprehensive Planning meetings. The cluster development ordinance would allow some development in A1 zoning areas. The comprehensive plan update should be available for public review in May or June.

There have been rumors regarding the different pulp businesses in town and the Port has been asked to help clarify that these are different businesses. Witherington has been working on creating a video identifying businesses, Columbia Pulp, Columbia Straw, Phoenix Pulp and Polymer. Once the video has been approved by the businesses, it will be released to the public.

Witherington provided the Economic Development Coordinator report. Alex Stone from the Nation Park Service will be meeting with the Port and walking the trail on March 19. The following morning, she will be speaking at the Cup of Joe and immediately following the Bike Trail Steering Committee. These will be the first of many public input meetings. Witherington and Dickinson will be presenting to CERB in Olympia on March 21 on the broadband planning grant and should know that day if they are recipients of the grant. Witherington has been following up with negative

misconceptions in the community. The Port of Garfield and the Port of Whitman are working together on their broadband project and it might be a possibility for the Port to work with the Port of Whitman as well.

Commissioner Warren stated that he would not be seeking re-election for the next term.

The following vouchers were presented for approval of payment in the approved amount of amount of \$68,607.77

Payroll	\$16,797.51	HDR Engineering Inc	\$11,293.27
Century Link	\$310.41	A-1 Plumbing	\$499.62
Ferrellgas	\$517.62	Banner Bank	\$4,680.32
Basin Disposal of WW	\$115.18	Banner Bank	\$2,380.98
Basin Disposal Inc	\$34.04	Banner Bank	\$4,216.67
City of Dayton	\$1,375.45	Banner Bank	\$1,064.81
Chapman	\$157.18	Bogard Engineers	\$750.00
LEAF	\$201.73	Pacific Power	\$1,934.27
Dayton Electric	\$254.74	Artmil	\$600.00
Columbia Co. Planning Dept	\$200.50	WW County Treasurer	\$37.00
Columbia Co. Planning Dept	\$1,627.00	Col. Co. Treasurer	\$507.30
Sun Pest Management	\$107.90	Cardmember Services	\$7,857.08
Northwest Public Broadcasting	\$580.00	Kathryn Witherington	\$416.93
US Linen	\$88.64	Jennifer Dickinson	\$140.68
Total Office Concepts	\$24.85	Dayton Mercantile	\$14.15
Touchet Valley Landscapes	\$7,469.44	WCIF	\$2,222.50
TVTV	\$130.00		

Meeting was adjourned at 11:05 a.m. Next meeting will take place on April 10, 2019 at 7:00 p.m. at the Port of Columbia.

Earle Marvin, Secretary