

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
September 11th, 2019

Chairman Crowe opened the meeting at 7 p.m.

Present: Commissioners Marvin, Crowe, and Aschenbrenner, Executive Director Dickinson, Economic Development Director Witherington, and Office Manager/Auditor Kerr

Guests: Shawn Brown, Joy Smith, Kathy Berg, Sean Thurston, Meagan Bailey, Kari Dingman

Press: JJ Dibble, Michele Smith

Dan Aschenbrenner was appointed to the office of Port Commissioner by Commissioner Crowe and Marvin. Oath was read by Executive Director Dickinson. The term for this position is December 31, 2019.

Public Comment: All of the guests made public comment in support of the proposed Touchet Valley Bike Trail.

Special Guest: Sean Thurston, Friends of the Golf Course – Presented and update and overview of the plans to redesign the golf course to use some deeded land and make better use of the river and also work towards making a healthier river, he expressed the hopes of continued partnership with the Port.

MOTION: Made by Commissioner Marvin to approve the August meeting minutes as written since they accurately reflected last month's meeting. Motion carried with no further discussion.

Budget Report: Nothing outstanding for revenue, overage on expenses – some reserve will be used for BMS #2. Otherwise budget is normal.

WPPA Meetings: Attendance at WPPA meetings was discussed. It was recommended that Commissioner Aschenbrenner attend the New Commissioner Training at WPPA meeting in the future and he needs to take the Open Public Meetings Act Training.

Monthly Meeting Schedule: **MOTION:** Commissioner Marvin made a motion to revise the meeting time for the Port of Commissioners meetings. The meeting time would be at 3:30pm on the 2nd Wednesday of the month. The Motion carried with reassurance that the proper channels would be notified. All were in favor.

Insurance: Dickinson reported that she spoke to other ports and across the board they experienced a 22% increase in insurance like we did. This wasn't budgeted for and since it was such a large increase, she is waiting to pay insurance until next month.

Lyons Ferry Marina: The US Army Corp is still in the process of updating the Lower Monumental Master Plan. There are no proposals yet. Comments have been extended till October 30th.

Rock Hill Industrial Park: The Rock Hill Trail was extremely weedy and we paid the Department of Corrections to weed. They will be coming back in September or October to finish. Dave Harvey Wines did a fantastic job cleaning up the space they rented, a future tour was recommended. Only minor maintenance was done in the Industrial Park, as well as the exhaust fan was finished at Paco's Mechanical, this will boost his ability to boost production.

Blue Mountain Station: 110 bushels and acre was harvested from the wheat crop. It hasn't been sold yet. There was a liquor license request for Cedar Rain that was approved. BMS is still full and had only minor maintenance. Oktoberfest will be on October 5th at the BMS.

Railroad: No word yet on the rehab strategy. The railroad is on a month to month lease while we wait for suggestions on the new lease.

Touchet Valley Trail: Witherington reported that two public open houses are being held this month. There will be a design charrette on October 25-26th with NPS, WSU students, and WASLA to develop an initial concept plan.

Executive Director's Report: Dickinson reported on her involvement in the planning for the upcoming Funders Tour and that she will be presenting on the History and Current Economic Status and Challenges. The WPPA has hired a new Executive Director.

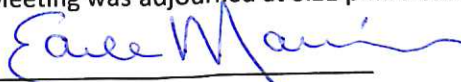
Economic Development Director's Report: Witherington reported that she is still working on affordable housing and Broadband.

Public Comment: There was none.

The following vouchers were presented for approval of payment in the approved amount of amount of \$ 124,841.10

Payroll		\$20,618.98			
10117	Banner Bank	\$2,380.98	10136	Brewer's Bookkeeping & Payroll Services	\$585.00
10118	Banner Bank	\$4,216.67	10137	Crown Paper & Janitorial Supply, Inc	\$281.44
10119	Banner Bank	\$2,440.84	10138	Pacific Power	\$880.83
10120	Banner Bank	\$4,680.32	10139	City of Dayton	\$2,250.22
10121	Basin Disposal Inc	\$34.04	10140	City Lumber	\$347.20
10122	Basin Disposal of WW	\$226.40	10141	Dayton Chronicle	\$336.20
10123	Cardmember Service	\$1,345.07	10142	Dayton Country Club	\$1,100.00
10124	CenturyLink	\$325.71	10143	Double T Construction	\$260.16
10125	Ferrellgas	\$266.71	10144	Dayton Mercantile	\$43.93
10126	Jennifer S Dickinson	\$108.94	10145	Jay's Garage	\$138.04
10127	Kathryn L Witherington	\$78.28	10146	KC Industries Inc	\$12,630.40
10128	LEAF	\$201.73	10147	Northwest Public Broadcasting	\$580.00
10129	Sun Pest Management	\$63.66	10148	Smith Insulation	\$10,000.00
10130	Total Office Concepts	\$78.64	10149	Touchet Valley Landscapes	\$4,364.83
10131	Touchet Valley TV, Inc	\$65.00	10150	Total Comfort Solutions, LLC	\$41,584.02
10132	US Linen & Uniform	\$123.18	10151	Waitsburg Commercial Club	\$240.00
10133	Valerie J Kerr	\$64.31	10152	Walla Walla Electric, Inc.	\$10,000.00
10134	Armored Knights Locksmith	\$407.42	10153	Walt's Plumbing & Septic Tank Service	\$68.00
10135	A-1 Plumbing	\$1,423.93			

Meeting was adjourned at 8:21 p.m. Next meeting will take place on October 9th, 2019 at 3:30 p.m. at Port of Columbia office.


 Earle Marvin, Secretary