

PORT OF COLUMBIA
Regular Monthly Meeting Minutes
April 14, 2021

Chairman Earle Marvin opened the meeting at 3:30 pm

Present Via Zoom: Commissioners Earle Marvin, Sean Milligan, and Shawn Brown, Executive Director Jennie Dickinson, Port Office Manager Melody Shahan, community members Betty Longen, Phillip McKeen, Tim Barrett and members of the press Michele Smith and Melissa Gemmell.

Marvin asked for any public comments: Phillip McKeen suggested the Port address concerns about the trail somehow, particularly regarding ag spraying. Commissioner Milligan asked him when the last time he visited our website was, and he said about a month. Commissioners recommended he read the materials that have been posted.

Minutes: Minutes from the March meeting were reviewed.

MOTION: Commissioner Milligan moved to approve the minutes and Commissioner Brown seconded it. Motion carried unanimously.

Review Monthly Budget Report: Tax revenue received in part for March, most of the rest of the first half taxes will come in April. Nothing out of the ordinary on income side. One large expense was the payment to Anderson Perry for trail design, and NoaNet received a partial payment for the cost estimating for the broadband project.

Leases: Currently two leases are up for renewal, both for Red Band Cellars. The owner has requested that the Rock Hill and Blue Mountain Station leases expire on same date. It is required to have 2 leases due to the business having separate locations. Both leases are for 2 years and are ready for commissioner's signatures.

Rock Hill Industrial Park: Evictions on commercial properties are allowed and not protected under the Governor's COVID moratorium. The lessor at 521 Cameron has left and the space is now open. Some debris was left on the outside of the building that will need to be removed and charged to the previous tenant. One inquiry has been made on the space. A small business in the Cameron Co-Working space, a winery startup, has had their lease terminated due to non-payment. BMS and the Industrial Park are in need of grading and Barker Inc has provided an estimate. Rock Hill Trail is in the process having the weeds sprayed by Dustin at Touchet Valley Landscape and volunteer Doug Hinds. Sean Milligan asked about the trail being available for multi-season use. Jennie says the challenge is to get heavy materials, such as gravel, up the hill. Shawn Brown suggests asking Blues Crew in Walla Walla how they would move the materials, and Sean Milligan proposed asking a local Boy Scout Troop to help as it would be a good Eagle Scout project. Sean Milligan also recommends gravel rather than wood chips which can be too slick in wet weather.

Lyons Ferry Marina: The Annual Management Plan part II has been completed and submitted. The electrical compliance certification required by the Army Corps of Engineers is a problem. The Port spent about 25K+ about 2-3 years ago bringing the marina into compliance. The codes have been updated again, and the electrician wants to know if that means our new updates have to be upgraded

again. We have submitted the question to the Corps, and the certification document will not be submitted until we have an answer. Jennifer, the Realty Specialist at the Corps, is looking into it for us.

Blue Mountain Station: Kelly and Tim have been busy cleaning up the outside areas. Co-op is doing well and has planned a Mother's Day menu with pick-up between noon and 6pm. The tasting rooms are open now and the Port is hoping to coordinate the hours for each room to coincide before starting any marketing. An outdoor event in July, FoodStock, is in the works. The Co-op has seen an increase in kitchen use. Funding for a new building at BMS cannot be considered without construction drawings available. We should keep that in mind for next year's budget. Dickinson was asked what those costs have been in the past, and her answer was about \$30,000. The purpose and function of the building will dictate the look. It was suggested that the 3rd building could be more beverage than food producers.

CWW Railroad: Nothing new to report. Sean asked about the complaint from the City of Dayton about railroad ties on their property but no resolution has been made. Dickinson submitted a funding request to the WPPA for rail upgrades.

Executive Director's Report: Columbia Pulp has reported they have hired almost 80 of their original, pre-COVID staff back. They are nearly complete on their improvements, expecting to operational in May and producing 200 tons of pulp a day. Additional funding has been procured and bond holders remain supportive of the project. They are hoping to have 110 employees hired before start up in May. They are having a hard time getting new people to Dayton due to very few houses on the market and a lack of daycare options. Currently there are two houses for sale in Dayton. Rep Skyler Rude was able to get a bill passed through the legislature to make single use bags made out of straw pulp approved as a biodegradable option.

Touchet Valley Trail: Advertisements regarding the Touchet Valley Trail Public meeting were placed in the Dayton Chronicle, Waitsburg Times and the Walla Walla UB. The UB will run the ad for 2 Sundays plus digital ads on their website. An event has been made on Facebook as well. The Port's website has all documents posted: Executive Summary, 30% Design Drawings, 30% Landscape Plans, Info on Concerns Expressed by Citizens and Preliminary Maintenance Outline and a link to the Zoom meeting. A practice meeting has been scheduled for Wednesday April 21st at 1pm for all speakers. Kelly and Melody are finishing the flyer and will have it mailed out to adjacent landowners tomorrow. A special message to the newspaper reporters on the call: The Port is using a map provided by the county, which is not updated regularly, so the Port is doing their best to get all adjacent land owners to the proposed trail a flyer mailed to them. Tim with Walla Walla Valley Metropolitan Planning Organization will help with the trail webinar. The full economic impact analysis will not be completed by the 26th but a forecast will be ready. The full report will cost several thousand dollars, and should be complete by October.

Broadband: Sherwood Trust grant for \$20,000 had been received to be used for design and engineering, but can also be used for match. Currently we are looking at a matching funds requirement of \$520,000 for federal grants. The city and county are receiving COVID funds that can be used for water, sewer and broadband, so the Port is anticipating matching funds from the City. The idea was

mentioned to the county during a meeting, but a formal request will need to be made. NoaNet says the funding timeline means no work would begin until 2023.

Approval of Vouchers: The following vouchers in the amount of \$118,175.46 were approved.

11042	Col. Co. Treasurer	38.88	11064	City of Dayton	1,563.54
11043	Incidental Fund	108.44	11065	Columbia County Treasurer	507.30
11044	Dept of Labor & Industries	307.90	11066	Columbia County Treasurer's Office	14.00
11045	Employment Security Department	83.59	11067	Crown Paper & Janitorial Supply, Inc	258.74
11046	Employment Security Dept.	118.79	11068	Dayton Chamber of Commerce	2,500.00
11047	Dept of Revenue	5,229.02	11069	Dayton Mercantile	8.12
11048	Jennifer S Dickinson{O}	43.30	11070	Dept of Retirement Systems	25.00
11049	A-Glass Act Cleaning Services	330.00	11071	Dingle's of Dayton	42.24
11050	Anderson Perry, Inc.	60,700.39	11072	Double T Construction	1,153.37
11051	Apollo Heating & Air Conditioning	695.39	11073	Ferrellgas	1,075.20
11052	Armored Knights Locksmith	307.86	11074	LEAF	201.73
11053	Artmil, Inc.	600.00	11076	Marinella & Boggs	750.00
11054	Banner Bank - 1585	3,205.27	11077	MBG Cleaning Services	1,210.00
11055	Banner Bank - 1593	1,475.05	11078	Noanet (v)	2,530.00
11056	Banner Bank - GO Bond - 3946	2,380.98	11079	Pacific Power	1,341.07
11057	Banner Bank IB#2 - 1189	4,216.67	11080	Plus Delta After School Studios	5,000.00
11058	Banner Bank BMS #2 Bond - 9342	2,440.84	11081	Sun Pest Management	63.84
11059	Basin Disposal Inc	54.39	11082	Total Office Concepts	13.05
11060	Basin Disposal of Walla Walla	116.79	11083	Touchet Valley Landscapes	498.61
11061	Brewer's Bookkeeping & Payroll Services	1,200.00	11084	Touchet Valley Television, Inc	65.00
11062	CenturyLink	324.82	11085	US Linen & Uniform	175.83
11063	City Lumber	140.78	11086	Walla Walla County Treasurer	37.00

Meeting was adjourned at 4:12 pm.

Sean Milligan, Secretary

PORT OF COLUMBIA

1 Port Way

Dayton, WA 99328

RESOLUTION No. 2021-01

A resolution of the Port of Columbia, Columbia County, Washington, authorizing the submission of an application for a Community Economic Revitalization Board grant in the approximate amount of \$2,000,000 and authorizing the executive director to enter into an agreement for such funding.

WHEREAS, the Port of Columbia's mission is to maximize public resources and private investment to create jobs, provide infrastructure, and maintain and improve the economic vitality of Columbia County and its communities; and

WHEREAS, RCW 53.08.370 grants Ports that were in existence on June 8, 2000 the authority to construct, purchase, acquire, develop, finance, lease, license, handle, provide, add to, contract for, interconnect, alter, improve, repair, operate and maintain any telecommunications facilities within or without the district's limits for the district's own use or for the provision of wholesale telecommunications service; and

WHEREAS, the Port of Columbia completed a Broadband Feasibility Study in February of 2020 that shows that a Port-owned, open access fiber network in the City of Dayton and adjacent areas in unincorporated Columbia County is feasible; and

WHEREAS, Community Economic Revitalization Board (CERB) funds are available to support community economic development projects which are ready to increase broadband access and connectivity; and

WHEREAS, the CERB Project represents a commitment to build infrastructure to provide high-speed open access broadband service to rural unserved/underserved communities of the Port of Columbia together with a committed internet service provider; and

WHEREAS, in the event the application for CERB funding is approved, and accepted by the Port of Columbia, the Port of Columbia will comply with all applicable federal and State requirements in regard to environmental impact of the project; and

WHEREAS, the Board of Commissioners of Port of Columbia finds and determines that an application should be submitted to appropriate agencies for consideration of funding the CERB Project for and on behalf of the Port of Columbia, and that such submission will promote community economic development within the Port District.

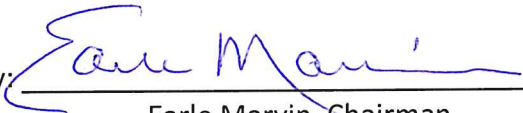
NOW, THEREFORE, BE IT RESOLVED by the Port of Columbia Board of Commissioners in Columbia County, Washington as follows:

1. That the executive director, or her designee, is hereby authorized to submit an application to the Community Economic Revitalization Board, for and on behalf of the Port of Columbia, for CERB funding in the approximate amount of \$2,000,000 for the CERB Project; and

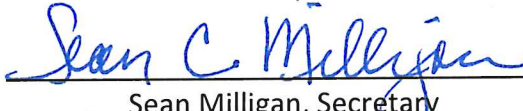
2. That the executive director is hereby further authorized to provide such additional information as may be necessary to secure approval of such application; and
3. That, in the event such application is approved, the executive director is authorized to enter into an agreement for such funding; and
4. That this Resolution shall be effective upon passage and signatures heron in accordance with the law.

Adopted this 12th day of May, 2021.

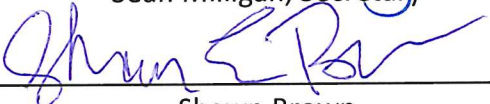
PORT OF COLUMBIA BOARD OF COMMISSIONERS

By: 

Earle Marvin, Chairman

By: 

Sean Milligan, Secretary

By: 

Shawn Brown

PORT OF COLUMBIA
Special Meeting Minutes
April 26, 2021

Chairman Earle Marvin opened the meeting at 5:30 pm

Present Via Zoom Webinar: Commissioners Earle Marvin, Sean Milligan, and Shawn Brown, Executive Director Jennie Dickinson, several guest presenters, members of the Touchet Valley Trail Steering Committee, and many members of the public for a total attendance of 100 people.

Welcome: Chairman Marvin welcomed all to meeting and stated that it was a Public Information Meeting to share information about the Touchet Valley Trail project and that no decisions would be made during the meeting.

Format: Commissioner Brown reviewed the meeting format and went over the mechanics of asking questions and making comments during a Zoom webinar. He also stated that a recording of the webinar will be placed on the Port's website after the meeting.

Economic Forecast: Executive Director Dickinson gave a brief history of the structural changes in the local economy over the last several decades and shared the results of a preliminary economic forecast prepared by Peterson and Associates of Moscow, Idaho. Dickinson reiterated that no new taxes are proposed to construct or maintain the trail;

Joy Smith of the Waitsburg Commercial Club/Blue Mt. RC&D discussed the potential benefits to businesses from Nancy's Garden Center, and owner Doug Biolo discussed his current and future plans to take advantage of recreational tourism, particularly by bicyclists.

Background: Andrea Weckmueller-Behringer of the Walla Walla Valley MPO went over background planning and reviewed previous meetings held regarding the trail concept.

Review of 30% design drawings: Brian Hansen of Anderson Perry, primary project engineer, reviewed the title work completed regarding railroad right of way ownership and reviewed pages of significance from the 30% design drawings.

Ken Van Voorhies of SPVV Landscaping reviewed the 30% landscape plans with emphasis on the trailheads planned for Waitsburg, Lewis & Clark Trail State Park, Blue Mountain Station, and Dayton.

Concerns Expressed by the Public & Preliminary Maintenance Plan: Glen Mendel, TVT Steering Committee member and Dayton resident briefly reviewed the list of concerns expressed by the public and encouraged everyone to read the document posted on the Port's website addressing said concerns.

Tim Schultz, Washington State Department of Agriculture Pesticide Compliance Program shared the WSDA's expectations regarding the application of pesticides on agriculture fields, how trail use might affect spray timing, and that education and signage about adjacent agricultural activities to the trail is important.

Glen Mendel shared an outline of a preliminary maintenance plan.

Greg Brown with the Blues Crew talked about the work of his volunteer trail maintenance group, the extensive volunteer network that has formed in support of these efforts, and his group's willingness to help with maintenance of the Touchet Valley Trail.

Dickinson spoke briefly on how the trail maintenance might be paid for with partner agencies and the existing assets that the Port maintains, including two business parks and a marina/campground.

Trails in Other Communities: Loreen McFaul, executive director of the Friends of the Centennial Trail shared survey results from their trail users and discussed maintenance and operations of the 30-year-old trail.

Dave Mahan of the Whitman County Parks & Rec Department discussed many aspects of maintenance and operation of the 8-mile Bill Chipman Trail between Pullman and Moscow.

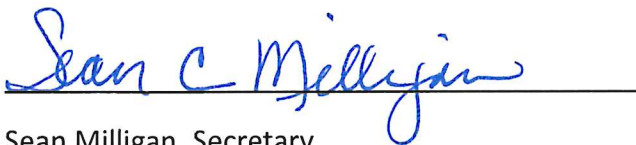
Clara Dickinson-McQuary of Washington State Parks spoke about the lack of conflict with agricultural uses adjacent to the Palouse to Cascades Trail and the Columbia Plateau Trail and how maintenance staff interacts with landowners.

Law Enforcement: Joe Helm, Columbia County Sheriff stated that they do not have the resources to patrol the trail differently than they patrol the rest of the county, but that they will certainly respond to calls on the trail just like they do everywhere else in Columbia County.

Comments from the public: Tim Barrett from the Walla Walla Valley MPO moderated a questions and answer session. These questions and answers will be posted on the Port's website after the comment period ends May 12.

Conclusion & Next Steps: Commissioner Milligan thanked everyone for attending, and said that public feedback on these drawings will be reviewed by the Touchet Valley Trail Steering Committee and the Port Commission, and direction will be given to the design engineers based on that feedback as design continues.

Meeting was adjourned at 7:50 pm.



Sean Milligan, Secretary