

Port of Columbia
Regular Monthly Meeting Minutes
June 8, 2022

Chair Crowe opened the meeting at 5:00pm

Present: Commissioners Crowe, Bryan and Watts, Port Staff Jennie Dickinson & Tracy Clark, 3 members of the public at the marina with 7 attending via zoom.

Lyons Ferry Marina Tour: The Commissioners and Port Staff were given a tour of the marina by Concessionaires Joanne and Wally Knouf prior to the regular meeting.

Public Comment: Chair Crowe asked for any public comments. No one commented.

Approval of Minutes: Minutes from the March meeting were reviewed.

MOTION: Commissioner Bryan moved to approve the minutes and Commissioner Watts seconded. Motion carried unanimously.

Review Monthly Budget Report & Approve Vouchers: Dickinson explained two-line items of \$5,000 each. One was replacing the grease trap at Blue Mountain Station. The other was paid with startup grant money to Mel Marie, LLC for her new business. There was a mix up of check numbers on the voucher approval. It was approved but the correction needs to take place before being signed. Table Rock Meats lease is still in the works.

Comp Plan Process: Dickinson recommended that a review and update to the comp plan take place. The Port Attorney suggested hiring a consultant to help with this process. Changes need to be made with strategic planning. The Commissioners agreed to move forward. Jennie will seek guidance at the conference she is attending this month on good firms to ask for proposals.

Executive session: An executive session as per RCW 42.30.110 was held to discuss real estate. The executive session began at 5:16pm and was expected to last no more than 15 minutes. The executive session ended at 5:32.

MOTION: Commissioner Bryan moved to approve action on surplus property and to set a public hearing. Commissioner Watts seconded it. Motion carried unanimously.

Rock Hill Industrial Park: Weeds have been sprayed at Rock Hill and BMS. Weeding has been done by DOC around town. Jennie will check to see if they could do weeding for the Port as well. Fred will remove the shrubs along roadway by USDA building. Commissioner Watts asked that we check his contract to make sure it is covered or if we need to put it out to bid.

Lyons Ferry Marina: 5 inspections happen on a yearly basis. Two major ones are complete and only two minor issues needed to be addressed. Those issues have been corrected. The outside of the store is to be painted this summer. Two covered wagons, for camping, are to be delivered by the end of the month. The roof on the shower room needs to be replaced. KOA is requiring improvements such as pull through spaces, so The Port and concessionaire are looking to add 10 of those types of spaces. With that addition the campground will need a dump station for RV's. The Port has a good working relationship with the Knouf's and really appreciate their good work.

Blue Mountain Station: FoodStock has found 3 food vendors, as well as musicians. The event is coming together.

CWW Railroad: The discussion at the previous meeting during the executive session regarding a request to purchase the rail line is to be shared with the public and added to the comp plan before any action can be taken. Dickinson rode the Lincoln car from Waitsburg to Dayton. It is now parked behind the courthouse and will be open for tours during AWW.

Executive Director's Report: The Eagle's have purchased the Weinhard Café and are looking to possibly buy Blue Mountain Realty's building in order to expand. Columbia Pulp is preparing to have the facility ready to sell by the end of the year. The Pulp office downtown is for sale. A childcare facility is still looking for a home. The Port is working on a survey for local business to assess what kind of help they might need to improve business.

Housing: The Port of Bellingham received a grant to clean up some property making it ready to sell for housing, this may be what Ports can do to help with housing development. Dickinson will talk with other Ports during her conference for advice on ways to help with this subject. The Community Council shared their slideshow presentation. They are producing a mailing and are asking for sponsorships of \$1000.00 to help cover the cost. The planning department reported 5 new houses are going in in the county and city.

Broadband: The project is becoming more complicated due to new federal rules. Jennie is navigating the changes. The fiber should arrive in July. The co-location center remodel is being drawn up.

Approval of Vouchers: Commissioners approved regular monthly vouchers in the amount of: \$69,158.60.

11692-11701	Payroll	17,127.87	11717	Jamestown Networks	198.23
11702	Incidental Fund	25.00	11718	Kelly Connect	67.02
11703	Anderson Perry, Inc.	9,510.19	11719	LEAF	201.73
11704	Banner Bank - 1585	3,205.27	11720	MBG Cleaning Services	1,480.00
11705	Banner Bank - 1593	1,475.05	11721	Mel Marie, LLC	5,000.00
11706	Banner Bank - GO Bond - 3946	2,380.98	11722	Pacific Power	1,053.11
11707	Banner Bank IB#2 - 1189	4,216.67	11723	Patton & Assoc.	2,225.00
11708	Banner Bank BMS #2 Bond - 9342	2,440.84	11724	Ray L Tracy	500.00
11709	Barker, Inc.	6,462.07	11725	Richardson Excavating, LLC	5,105.64
11710	Basin Disposal Inc	56.85	11726	Senske	69.20
11711	Basin Disposal of Walla Walla	118.14	11727	Touchet Valley Landscape	703.95
11712	Brewer's Bookkeeping & Payroll Services	1,200.00	11728	US Linen & Uniform	112.64
11713	Cardmember Service	551.75	11729	Z Pest Control LLC	757.86
11714	City of Dayton	2,040.29	11730	Jennifer S Dickinson{O}	299.67
11715	Columbia iConnect	136.39	11731	Dayton Mercantile	22.51
11716	Crown Paper & Janitorial Supply, Inc	94.68	11732	Liberty Theatre	320.00

Chair Crowe adjourned the meeting at 6:01pm.



 Johnny Watts, Secretary