

Port of Columbia
Regular Monthly Meeting Minutes
November 9, 2022

Chair Crowe opened the meeting at 5:00pm. Pledge of Allegiance was said.

Present: Commissioners Crowe, Bryan, and Watts, Port Staff Jennie Dickinson & Tracy Clark, 6 members of the public. Attending via Zoom were presenters Abbi Russell and Sarah Sieloff of Maul, Foster & Alongi and 18 members of the public.

Public Comment: Chair Crowe asked for any public comments. One public member made comments.

Approval of Minutes: Commissioner Bryan moved to approve the minutes from the October 12th regular meeting, seconded by Watts. Motion carried. Commissioner Watts moved to approve the minutes from the October 26th special meeting, seconded by Bryan. Motion carried.

Finances: Monthly Budget Report & Approve Vouchers – Expense side: Bryan asked about the Anderson Perry invoice. Dickinson stated it was for the trail project. Vouchers were approved

Comp Plan Kick-Off: Abbi Russell and Sarah Sieloff of the consulting firm of Maul, Foster & Alongi (MFA) introduced themselves to the Commissioners. Abbi and Sarah shared a presentation outlining the Comp Plan process they intend to use to guide the Commissioners and Port Staff through the next 9 months. The Commissioners and Dickinson asked questions throughout the presentation. Watts would like to compare our port with other similar sized ports and to utilize our assets for the best of the community. The other commissioners agreed. There are two options on how to proceed with future MFA meetings, a hybrid mix of meetings 6 via Zoom and 6 in person or all in person costing an additional \$10,000. Dickinson stated the budget has room for the additional cost. Bryan moved for the in-person option, Watts seconded. Motion passed.

2023 Budget: Dickinson gave a quick overview of the budget prior to the public hearing. The public hearing was opened at 5:49. No comments were given. Public hearing closed at 5:50. The adoption of the 2023 Budget Resolution #2022-04 was moved by Commissioner Bryan and seconded by Commissioner Watts, motion passed.

Leases: Andres Castellanos will be leasing the garden space at BMS. Jordan Henderson and the Hospital District have both renewed their respective leases.

State Audit Update: Dickinson received more questions today from the auditor. She then continued to explain the process.

Rock Hill Industrial Park: The Port is winterizing Rock Hill, continuing weed eating, cleaning gutters, and general building upkeep.

Lyons Ferry Marina: The upland restroom & shower house roof has been replaced. The annual report needs to be done by the Port. The concessionaires are looking for a handyman to help out over the winter to assist with maintenance and to cover vacations. They are interested in a shared position with the Port.

Blue Mountain Station: Winterizing is also taking place at BMS with things like gutter cleaning, blowing out the irrigation system, and roof repair. Sweet Cheeks is opening soon. North Home Bees is leasing Suite A. There is a new Commercial Kitchen renter. Building #2's newly vacant space may be leased by the other tenant. Watts wanted clarification on the Co-op's BMS producers vs. local vendors items in the market. It was explained by Dickinson that that was always the business model and that there are currently over 40 local and regional vendors there. There are not enough BMS producers to stock the market with just products made on site.

CWW Railroad: Dickinson explained she is waiting on the appraiser to narrow down the cost, per Bryans request. There was continued discussion about moving ahead with selling the rail. There is still a disagreement on proceeding while it is not in the comp plan. Watts and Bryan still want to find the value of the asset.

Community and Economic Development

Directors Report: Woody's shared wall was damaged by the Eagle's fire. No access to the Eagle's side is being granted. Rumor has it Bob Yost has purchased the building, which may help things. The CEDS meeting will be held in person on Dec. 6th at the Fairgrounds Youth Bldg. Dickinson gave an overview of the multiple groups and committees she is involved in through the Port. The Port staff will be putting together tenant appreciation Christmas gifts.

Dayton Community Broadband Update: RFP ads are in the paper and on the website for materials for the Dayton Community BB Project. Construction drawings are complete and should go out to bid on November 21 or 28th. A public meeting will be held once we have a contractor. The commissioners want to make sure the Port works with the community for understanding and to be clear on how this project works. Dickinson would like to know if anyone hears of concerns so she can address them in a timely manner.

Touchet Valley Broadband Project: Touchet Valley BB Project RFP will follow later.

Housing: Dickinson has been attending WEDA workforce housing committee meetings.

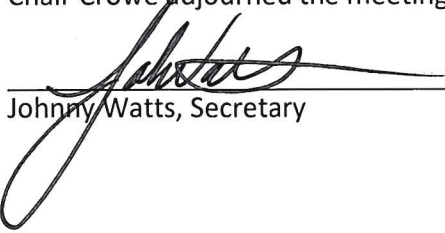
Table Rock Meats: The Port Attorney has stated we do not have to open the comp plan to sell this property because it is a platted industrial development site. The RCW states we "shall" have two appraisals done on the property. One is complete and Dickinson is working on the second one. A packet needs to be complete prior to the public meeting. The goal is to have the public hearing on the land sale on Jan 11th with a Feb. 1st closing.

Public Comment: Question was made regarding who pays for the appraisal on selling of the railroad.

Approval of Vouchers: Commissioners approved regular monthly vouchers in the amount of: \$313,266.53.

11/01/2022	11930-11939	Payroll	17,401.37	11/9/2022	11962	Dingle's of Dayton	52.53
11/9/2022	11940	Incidental Fund - Bank of Idaho	262.50	11/9/2022	11963	Double T Construction	1,024.81
11/9/2022	11941	Jennifer S Dickinson(O)	317.87	11/9/2022	11964	Elk Drug	24.95
11/9/2022	11942	A-1 Plumbing	254.65	11/9/2022	11965	Ferrellgas	932.64
11/9/2022	11943	Anderson Perry, Inc.	11,099.11	11/9/2022	11966	Gillespie Roofing Inc.	3,685.60
11/9/2022	11944	AWB - Association of WA Business	500.00	11/9/2022	11967	Jamestown Networks	198.23
11/9/2022	11945	Banner Bank - 1585	3,205.27	11/9/2022	11968	Kelly Connect	31.61
11/9/2022	11946	Banner Bank - 1593	1,475.05	11/9/2022	11969	LEAF	201.73
11/9/2022	11947	Banner Bank - GO Bond - 3946	2,380.98	11/9/2022	11970	MBG Cleaning Services	1,480.00
11/9/2022	11948	Banner Bank IB#2 - 1189	4,216.67	11/9/2022	11971	Menke Jackson Beyer, LLP	VOIDED
11/9/2022	11949	Banner Bank BMS #2 Bond - 9342	2,440.84	11/9/2022	11972	Mill Creek Mechanical	890.81
11/9/2022	11950	Basin Disposal Inc	64.95	11/9/2022	11973	Overhead Door Co. of WW, Inc.	390.24
11/9/2022	11951	Basin Disposal of Walla Walla	121.65	11/9/2022	11974	Pacific Power	1,057.65
11/9/2022	11952	Brewer's Bookkeeping & Payroll Svc	1,200.00	11/9/2022	11975	PacificCorp	18,447.09
11/9/2022	11953	Cardmember Service	1,938.97	11/9/2022	11976	Petrichor Broadband, LLC	50.31
11/9/2022	11954	City Lumber	132.25	11/9/2022	11977	Senske	71.38
11/9/2022	11955	City of Dayton	2,128.09	11/9/2022	11978	The McGregor Company	152.56
11/9/2022	11956	Columbia County Treasurer's Office	7.00	11/9/2022	11979	Touchet Valley Landscape	563.16
11/9/2022	11957	Columbia iConnect	136.39	11/9/2022	11980	US Linen & Uniform	125.96
11/9/2022	11958	Crown Paper & Janitorial Supply, Inc	375.62	11/9/2022	11981	Walker & Associates Inc	165,345.22
11/9/2022	11959	Dayton Chamber of Commerce	150.00	11/9/2022	11982	Zero dB Communications, LLC	66,644.32
11/9/2022	11960	Dayton Chronicle	408.50	11/9/2022	11983	City of Dayton	1,426.00
11/9/2022	11961	Dayton Mercantile	24.01	11/9/2022	11984	Valley Wide Pasco Propane	227.99

Chair Crowe adjourned the meeting at 7:25pm.



 Johnny Watts, Secretary