

**PORT OF CLARKSTON**  
**849 Port Way – Clarkston, WA**  
**Thursday, October 6, 2016 -- 9:00 a.m.**  
**Minute of the budget & Comp Plan workshops and then the Rescheduled Regular Meeting which began at 10:00 a.m.**  
(All motions carried unanimously unless otherwise stated.)

**CALL BUDGET WORKSHOP TO ORDER; PLEDGE OF ALLEGIANCE**

The Port of Clarkston’s Budget Workshop for October 6, 2016, was brought to order at the Port of Clarkston office by Commissioner Tippett, Co-Chairman, with the Pledge of Allegiance. A quorum was present.

**ROLL CALL**

[P] Commissioner Marvin Jackson	[P] Commissioner Rick Davis
[P] Commissioner Wayne Tippett	[P] Port Manager – Wanda Keefer
[P] Port Auditor/Bookkeeper - Jennifer Bly	[P] ED Assistant – Belinda Campbell

**VISITORS** - None

**GENERAL PUBLIC COMMENTS** -- None

**WORK THROUGH VARIOUS BUDGET ITEMS:** Staff and Commissioners reviewed various items in the budget, including the incubator building, professional services for studying the tour boat dock layout and the sediment build-up, capital expenditures, etc.

**CONVENE COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS WORK SESSION:** The Port Manager reviewed details of the draft Comprehensive Scheme with the Commissioners. They also reviewed the economic development initiatives.

The workshops concluded at 9:52 a.m.

**THE REGULAR MEETING CONVENED AT 10:00 a.m.**

**CONSENT AGENDA ITEMS**

1. Any excused or unexcused Commissioner absences (not applicable)
2. Minutes of the Meeting of September 8, 2016
3. Pioneer Ports Meeting minutes of 08-31-2016
4. Review of Accounts Receivable
5. Approval of vouchers for payment:

Payroll	09/15/2016	19341 – 19351	\$ 11,120.11
Expenses	09/27/2016	19352 – 19369	\$ 28,181.74
Payroll	09/30/2016	19370 – 19384	\$ 14,819.26
Expenses	10/06/2016	19385 – 19405	\$115,324.88

**Motion made by Commissioners Jackson/Davis approving the consent calendar. Motion carried.**

## **GENERAL PUBLIC COMMENTS** – None

### **NEW BUSINESS:**

Attendance at agency scoping meetings (beginning of NEPA for FCRPS BiOp) was discussed. The group reviewed the notice of intent to prepare an environmental impact statement. The Port Manager recommended attendance at some of the public scoping meetings, 15 in total from October to December.

**RESOLUTIONS:** None

**RECURRING AGENDA ITEMS:** None

### **OLD BUSINESS**

1. Update on stormwater and asphaltting project 900 and 1010 Port Way. The Port Manager informed the Commission that the project will cost a little more than originally anticipated because when the original drain was installed, it was put in upside down.
2. Update on fiber across Southway Bridge - Still no progress to report.
3. Valley Medical: The Commissioners approved a continuation of the lease option for Valley Medical.

### **COMMISSIONER REPORTS**

Commissioner Jackson asked that staff follow-up with Mark Heuett asking him to clean up his lot.

Commissioner Tippett – N/A

Commissioner Davis commented on the Renaissance Building Dedication. He was very impressed with the make-over of the building and the jobs that they will bring to the port. He is also unhappy with the looks of the Pring property.

### **MANAGER'S REPORT**

1. Calendar – Wanda provided the Commissioners with a copy of her calendar.
2. Reminders: Wanda speaking at PNWA conf. Oct 12; Rick is also attending. The Pullman Chamber Tour of valley is Nov. 4; we need a speaker to represent the Port of Clarkston. The Pioneer Ports meeting is Nov. 7; Belinda and Jennifer will be attending. Kristin Miera will be there as well. Wanda's vacation dates are October 28<sup>th</sup> through November 19<sup>th</sup>.
3. Avista electrical charging station – Results of meeting Sept. 20. Wanda met with the representative of AVISTA and the bid came in over \$9,000 and AVISTA will only pay \$4,000.
4. Fiber training – Wanda will be a Certified Optic Fiber Technician after she passes her tests this afternoon.
5. Steve will be out for knee surgery; he expects to be out only three days.
6. October newsletter – in process. Look for emailed articles to approve.
7. Riverfest - Very few issues, entertainment excellent, weather perfect, lots of sponsors, a great success.

**EXECUTIVE SESSION:** This began at 10:39 a.m. Discussed were: Lease negotiations – 10 minutes, Contract negotiations – 5 minutes, and Litigation – 5 minutes. The Executive session ended at 10:59 a.m.

### **EXECUTIVE SESSION WRAP-UP – NO DECISIONS MADE**

**NEXT MEETING** – November 10 (without Wanda) – includes public hearing on budget & Comp plan

**ADJOURNMENT:** Motion made by Commissioners Jackson/Tippett adjourning the meeting at 11:00 a.m. Motion carried.

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**Marvin Jackson - Secretary**