

PORT OF CLARKSTON
841 Port Way – Clarkston, WA
Thursday, May 10, 2018 – 1:00 p.m.
REGULAR MEETING AGENDA

1:00 p.m. CALL MEETING TO ORDER; PLEDGE OF ALLEGIANCE

1:03 p.m. ROLL CALL

- | | |
|--|---|
| <input type="checkbox"/> Commissioner Marvin Jackson | <input type="checkbox"/> Commissioner Rick Davis |
| <input type="checkbox"/> Commissioner Wayne Tippett | <input type="checkbox"/> Port Manager – Wanda Keefer |
| <input type="checkbox"/> ED Assistant – Beth Larson | <input type="checkbox"/> Admin Assistant – Jeanette Wheaton |

1:05 p.m. CONSENT AGENDA

- A. Any approved absences
- B. Approval of Minutes – Minutes of the Meeting of April 13, 2018
- C. Review of Accounts Receivable (see “Recurring Agenda Items” for more discussion)
- D. Approval of Vouchers

Type of Check	Check Numbers	Date	Amount
Payroll	20683-20695	4-15-18	\$9,776.46
Expenses	20696-20705	4-20-18	\$13,892.62
Payroll	20706-20715	4-30-18	\$13,311.31
Expenses	20716-20754	5-10-18	\$26,629.61

1:07 p.m. GENERAL PUBLIC COMMENTS -- Speakers are requested to limit their time to 3 minutes and to address non-agenda topics. (They may weigh in on agenda topics during that portion of the meeting.)

1:10 p.m. NEW BUSINESS:

- 1. Interlocal agreement with City of Asotin to expire August 31, 2018, unless extended by mutual agreement: Staff recommendation is to authorize the Port Manager to sign an extension, presuming it’s agreeable to the City of Asotin.
- 2. AST building insulation repair—authorization needed
- 3. Drainage problem due to asphaltting over of swale
- 4. New PZT camera at grain terminal

1:20 p.m. RECURRING AGENDA ITEMS:

- 1. Permitting relating to: City of Asotin/Quality Inn/Dave’s Golf/Granite Lake RV Park/Shade structure at docks/Shoreline vegetation removal
- 2. Accounts Receivable

1:32 p.m. OLD BUSINESS:

- 1. Review and approve 2017 Annual Financial Report
- 2. Updates on aesthetic improvements to boat docks
- 3. Updates on land disposition
- 4. Update on Records management assistance request—grant not successful

1:45 p.m. COMMISSIONER REPORTS

Commissioner Jackson
Commissioner Tippet
Commissioner Davis

1:50 p.m. MANAGER'S REPORT

1. Calendar
 - a. May 9 – 11 Beth attending WPPA conference in Vancouver, WA
 - b. May 14-25 – Wanda on vacation
 - c. Snake River Family Festival, Boyer Park, June 2
 - d. WPPA Finance & Administration Seminar, Leavenworth, June 13-15; scheduling conflict with CERB Broadband workshop
 - e. PNWA conference in Clarkston (Quality Inn) June 25-27 (5 are registered; Kelly Jackson to speak)
 - f. WPPA Port Director's Conference, Kalama, WA, July 12-13 (Approved last month)
 - g. Riverfest – Granite Lake Park, September 8, noon to 5 p.m. (our event)
 - h. WFOA conference, Vancouver, WA, Sept. 18 – 21 (recommend Wanda)
 - i. PNWA Annual Convention, Vancouver, Oct. 10-12 (wait for agenda to decide)
 - j. WPPA Small Ports Seminar, Leavenworth, Oct. 18-19 (recommend Beth)
2. Other

2:00 p.m. EXECUTIVE SESSION

Property disposition – 5 minutes
Personnel – 5 minutes

2:10 p.m. EXECUTIVE SESSION WRAP-UP

2:12 p.m. NEXT MEETING – June 14, 2018 at 1 p.m.

2:13 p.m. ADJOURNMENT

AFTER MEETING CONCLUDED< REFRESHER COURSE ON:

- A. Open Public Meetings Act
- B. Public Records Act