

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Thursday, August 9, 2018 – 1:00 p.m.
REGULAR MEETING MINUTES

All motions passed unanimously unless otherwise stated.

CALL MEETING TO ORDER; PLEDGE OF ALLEGIANCE: At the request of Chair Marvin Jackson, Commissioner Wayne Tippett ran the meeting, bringing it to order at 1 p.m. This was followed by the Pledge of Allegiance.

ROLL CALL:

<input checked="" type="checkbox"/> Commissioner Marvin Jackson	<input checked="" type="checkbox"/> Commissioner Mark Brigham
<input checked="" type="checkbox"/> Commissioner Wayne Tippett	<input checked="" type="checkbox"/> Port Manager – Wanda Keefer
<input type="checkbox"/> ED Assistant – Beth Larson	<input checked="" type="checkbox"/> Admin Assistant – Jeanette Wheaton

VISITORS: Chris Clemens, Clete Ryan, Dawn Smith (SEWEDA)

NEW COMMISSIONER: Port Manager/Port Auditor Wanda Keefer swore Mark Brigham in as Commissioner for District 1, after which he signed the form for the Asotin County Auditor. It will be mailed in.

CONSENT AGENDA:

- A. Any approved absences (not applicable)
- B. Approval of Minutes – Minutes of a) the Regular Meeting July 10, 2018 and b) the Special Meeting Aug. 6, 2018
- C. Review of Accounts Receivable
- D. Approval of Vouchers

Type of Check	Check Numbers	Date	Amount
Payroll	20919-20931	7-15-18	\$10,280.85
Expenses	20932-20951 & 20963	7-31-18	\$33,514.55
Payroll	20952-20961	7-31-18	\$14,182.98
Expenses	20962- 20993	8-9-18	\$25,201.73

Commissioners Tippett/Brigham moved to approve the consent agenda as presented. Motion carried.

GENERAL PUBLIC COMMENTS -- None

NEW BUSINESS:

- 1. Chris Clemens, representing Green Water Energy, spoke about his company's interest in the Port-owned building at 1397 Port Drive. Included in the discussion were needed modifications. The Commissioners provided preliminary approval to a lease, depending on the working out of details and costs that would be shared.
- 2. The Commissioners approved the staff recommendations to set an alternative schedule per Title 53 RCW Chapter 35.045 for the 2019 budgeting cycle. **Commissioners Jackson/Brigham made the motion. Motion carried.**

Commissioners Jackson/Brigham made a motion that revisions to Comprehensive Scheme of Harbor Improvements would follow the same schedule, per staff recommendations. Motion carried.

3. The Commissioners granted conceptual approval of process to move forward on navigation maintenance-related agreements that the Port of Clarkston would enter into with: a) the U.S. Army Corps of Engineers (initially for sediment sampling & eventually for the selected action); and, b) Tenants that might partner in dredging, should that alternative be selected (grain terminal, etc.) The Port Manager was instructed to have the Corps sample sediment around the public boat launch near Red Wolf Bridge.

RECURRING AGENDA ITEMS:

1. Status of permitting relating to: City of Asotin (nothing to report), Quality Inn (landscaping revisions approved) & Granite Lake Park (electrical installment approved).
2. The Port Manager reported that no feedback had yet been received on these outstanding grant requests: Port Security and Secretary of State Archives.

OLD BUSINESS:

1. **Commissioners Jackson/Brigham moved to approve the lease for Mark Heuett off 13th Street, subject to the insertion of construction language. Motion carried.**
2. **Commissioners Tippett/Jackson made a motion to approve the renegotiated lease for Basalt Cellars at the Basalt proposed rate, with the insertion of "friendly" language regarding the building at the end of the lease. Motion carried.**
3. The Port Manager provided an update on Beamers Hells Canyon Resort land transfer.
4. The Port Manager provided an update on Avista Utilities land transfer.
5. The Port Manager explained that the approach to swale restoration at 906 Port Drive had been modified. The Commissioners authorized our maintenance crew do the work.

RESOLUTIONS: None

COMMISSIONER REPORTS

Commissioner Tippett – nothing to report.

Commissioner Brigham said he enjoyed the Pioneer Ports meeting in Colfax. He appreciated being appointed the Port of Clarkston representative to the Valley Vision board and gave a report on the Aug. 7 meeting.

Commissioner Jackson made a few general remarks related to Valley Vision.

MANAGER'S REPORT

1. The Port Manager provided a budget to actual comparison for 1st & 2nd Quarters 2018.
2. The Port Manager reiterated the value of WPPA: For instance, recently they had briefed us on the Janus Court decision in Washington which had implications for organizations with unions only. That's not us, but it's great to have WPPA to keep us apprised of these types of changes.

3. The Port Manager discussed with the Commissioners Riverfest which is Sept. 8 from noon to 5 at Granite Lake Park, including their potential involvement.
4. The Port Manager shared her calendar with the Commissioners and discussed these items specifically:
 - a. Road Map to WA's Future – Workshop in Pullman Aug. 13; the Port Manager will attend.
 - b. The Port Manager asked for a count on the Port of Portland dinner, Aug. 21, Lindsay Creek, 5:30 p.m. as we need to RSVP.
 - c. Dept. of Retirement Systems training Aug. 28 in Clarkston; the Port Manager will attend.
 - d. WFOA conference, Vancouver, WA, Sept. 18 – 21; the Port Manager will attend.
 - e. PNWA Annual Convention, Vancouver, Oct. 10-12; it was decided to send the Port Manager & Mark.
 - f. WPPA Small Ports Seminar, Leavenworth, Oct. 18-19; Beth was previously approved to attend.
 - g. WPPA Annual Meeting, Bellevue, Dec. 5 – 7. No decision was made on this meeting. It will be determined once the agenda comes out.
5. The Port Manager updated the Commissioners on permitting and land conveyance work with the City of Asotin. She will participate in a permitting meeting with the City in two weeks.
6. The Port Manager reported that she and David Doeringsfeld had made a plan to showcase the river system, using "Our Working Rivers" marketing materials. They will be distributed in the Chamber's monthly newsletter.
7. "Negotiation" with HCA over medical charges: The Port Manager reported a dispute with Health Care Authority relating to cancellation of insurance for Belinda.
8. The Port Manager told the Commissioners she planned to include Aug. 6 & 7 as paid days as well as August for reimbursements for new Commissioner (Mark Brigham). The Commissioners concurred.

EXECUTIVE SESSION:

At 2:57 p.m., the Commissioners went into Executive Session to discuss lease negotiations for a period of 10 minutes.

EXECUTIVE SESSION WRAP-UP

Executive Session ended at 3:07 p.m. with no decisions as a result of the discussion.

NEXT MEETING – September 13, 2018 at 1 p.m.

ADJOURNMENT

The meeting adjourned at 3:10 p.m.



Wayne Tippett, Secretary