

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Thursday, June 14, 2018 – 1:00 p.m.
REGULAR MEETING MINUTES

All motions approved unanimously unless otherwise stated.

CALL MEETING TO ORDER; PLEDGE OF ALLEGIANCE

The Port of Clarkston’s regular meeting for June 14th, 2018 was brought to order at the Port of Clarkston office by Commissioner Chairman Marvin Jackson, at 1 p.m. with the Pledge of Allegiance. A quorum was present.

ROLL CALL

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

Guests in Attendance: Duane Johnson, Jim and Jill Koch, Karl Dye

CONSENT AGENDA

- A. Any approved absences (not applicable)
- B. Approval of Minutes – Minutes of the Meeting of May 10, 2018
- C. Correction of April 13, 2018 minutes—typo on date
- D. Review of Accounts Receivable
- E. Approval of Vouchers

Type of Check	Check Numbers	Date	Amount
Payroll	20755-20766	5-15-18	\$10,132.17
Expenses	20767-20786	5-30-18	\$17,987.45
Payroll	20787-20796	5-31-18	\$12,362.76
Expenses	20797-20799	5-31-18	\$ 6,262.13
Expenses	20800-20838	6-14-18	\$58,423.67

Motion to approve consent agenda from Commissioners Davis/Tippett.
Motion carried.

GENERAL PUBLIC COMMENTS – Karl Dye introduced himself and is new at Valley Vision, as Executive Director. The Commissioners said they were happy to see him at our meeting so early in his tenure.

NEW BUSINESS:

1. Riverfront Master Plan: Commissioners agreed with the staff recommendation to move forward with an update to the Riverfront Master Plan.
2. Channel maintenance: The Port Manager announced that resources have been made available in the 2018 USACE workplan to address problems with the navigation channel. We can expect in the near future a Memorandum of Agreement with USACE to include our berthing areas. The Port Manager requested from the Commissioners process guidance relating to consulting tenants who might also like to participate.

3. Turning Pointe Business Park erosion control on Evans Road: The Commission discussed the sidewalk and other areas that are being addressed by Asotin County public works. The Manager will do follow-up as needed.

RECURRING AGENDA ITEMS:

1. Staff is working on various permitting issues: City of Asotin (on-going) and the Quality Inn (for reshaping grassy mini-golf area) and permitting for electrical station at Granite Lake Park. The Corps said the review is in process and could be permitted by Aug 1.

OLD BUSINESS:

1. Update on Beamers Hells Canyon Resort construction and land transfer: Jim and Jill Koch provided verbal notice that they are ready to move ahead on the land ownership transfer. We will work on the legal description with Title Company. Jim spoke about the sewer line in front of the property. The City is not allowing them to tap into the other line that is being used for 1345 Port Way. Commissioners instructed the Port Manager to appeal this. Commissioners Tippett and Davis plan to attend the meeting in which this is discussed.
2. Expanding our broadband infrastructure into Asotin & elsewhere: This was discussed, with Commissioners providing guidance on conditions for negotiations to the Port Manager.
3. Renaissance: The Port Manager explained about a project underway--Renaissance's construction of pole barn shelter--which was pre-approved by the Commission and already included in original SEPA.
4. Lower Granite Master Plan: Staff recommends providing comments to the draft by June 26.
5. Records management: The Port's request during the early spring was not successful; however, another round of grants from the Secretary of State is opening up on July 2.
6. Staff recommendation to assign the floating holiday to December 24 was approved.

RESOLUTIONS:

2018-07: A Resolution of the Port of Clarkston Board of Commissioners Authorizing Port Manager Wanda Keefer to Apply for a Grant from the U.S. Department of Homeland Security, FY2018 Port Security Grant Program (PSGP). **Commissioners Tippett/Davis moved to approve this resolution. Motion carried.**

2018-08: A Resolution of the Port of Clarkston Board of Commissioners Authorizing Port Manager Wanda Keefer to Modify the Real Estate Purchase and Sale Agreement with Beamers Landing, Inc., Sign It, and Move Forward with Closing the Transaction. **Commissioner Davis/Tippett moved to approve this resolution. Motion carried.**

COMMISSIONER REPORTS

Commissioner Jackson made comments about the sewer.

Commissioner Tippett stated the dump truck was moved from the Peters and Keatts lease.

Commissioner Davis wants to charge for the electronic car charging station. He also requested a change of July meeting from the 12th (it was changed to Tuesday the 10th). Rick also said he would be gone during the scheduled August 9 meeting.

MANAGER'S REPORT

1. Wanda shared her calendar and reported on the following items:
 - a. PNWA conference in Clarkston (Quality Inn) June 25-27 (Boat trip=\$75/pp)
 - b. Valley Vision Annual Meeting—June 26, 5 p.m., Red Lion Hotel (conflict w/ PNWA)
 - c. DOE Stormwater permit training in July—actual date unknown yet; our waiver expires September 2018
 - d. WPPA Port Director's Conference, Kalama, WA, July 11-13 (Approved in April)

- e. July 20, Change of Command in Walla Walla
 - f. July 23-27, Wanda on vacation
 - g. Next Pioneer Ports meeting: July 30 or Aug 6 (in Colfax). Preferences?
 - h. Riverfest – Granite Lake Park, September 8, noon to 5 p.m. (our event)
 - i. WFOA conference, Vancouver, WA, Sept. 18 – 21 (Wanda' approved to attend)
 - j. PNWA Annual Convention, Vancouver, Oct. 10-12 (wait for agenda to decide)
 - k. WPPA Small Ports Seminar, Leavenworth, Oct. 18-19 (Beth approved to attend)
2. Beth Larson provided a report on the WPPA meeting she attended in May.
 3. Wanda reported on the meeting she and Beth attended with Governor & Rep. Mary Dye June 13, 2018
 4. The Port Manager provided an update on drainage problem due to asphaltting over of a swale.
 5. Wanda provided an update on AST building insulation repair which they will be doing themselves.
 6. Wanda reported that Stormwater Construction permit WAR303643 was closed; it was for grading Turning Pointe Business Park
 7. Wanda reported on the dock enhancements at the cruise boat docks.

EXECUTIVE SESSION

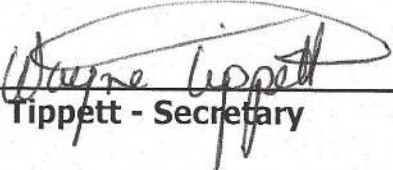
Property acquisition – 10 minutes

Litigation – 5 minutes

EXECUTIVE SESSION WRAP-UP: There were no follow-up items after Executive Session.

NEXT MEETING – Needs rescheduled in July; Tuesday July 10th was chosen.

ADJOURNMENT: Motion to adjourn the meeting by Commissioners Davis/Tippett.
Motion carried.



Wayne Tippett - Secretary