

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Thursday, May 9, 2019 -- 1:00 p.m.
REGULAR MEETING MINUTES

All motions approved unanimously unless otherwise stated.

Chair of the Board of Commissioners, Mark Brigham, called the meeting to order with 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 checked="" type="checkbox"/> Econ Dev Assistant Beth Larson	<input checked="" type="checkbox"/> Admin Assistant Jeanette Wheaton

CONSENT AGENDA

1. Approved absence (not applicable)
2. Approval of Minutes – Regular Commission Meeting April 11, 2019
3. Review of Accounts Receivable
4. Approval of Vouchers

Type of Check	Check Numbers	Date	Amount
Payroll	EPAY, 21557-21567	04-15-19	\$10,033.65
Leasehold tax	21568	04-15-19	\$17,039.42
Expenses	21569-21585	4-29-19	\$66,144.34
Payroll	21586-21591	4-30-19	\$ 5,947.82
Payroll Liabilities	EPAY, 21592-21595	4-30-19	\$ 7,783.29
Expenses	21596-21627	5-9-19	\$56,922.75

Commissioners Tippett/Jackson moved to approve the consent agenda; motion carried.

GENERAL PUBLIC COMMENTS - None

NEW BUSINESS:

1. Tenants Joe and Kate Miller requested a longer lease than the present month-to-month lease at 810 Port Drive. They have six part time and one full time position, and a 20% increase in sales since opening.
2. Resource commitment on communications relating to dam breaching: The Pioneer Ports had received a proposal for services, which if all steps were taken, could cost up to \$84,000. Commissioners discussed Port of Clarkston participation in this effort. **A motion was made Jackson/Tippett to authorize, at the discretion of the Port Manager, funding up to \$15,000.00 to support this commitment. Motion carried.**
3. Concern for potential position by Port of Vancouver relating to avoiding movement of fossil fuel freight: **Commissioners Tippett/Jackson moved to approve a letter from the Port of**

Clarkston to be sent to the Board of Commissioners at the Port of Vancouver. Motion carried.

4. The Port Manager reported that the 30-year lease with the City of Clarkston for the billboard on Bridge Street near Community Bank expired in February. It slipped into a month-to-month lease. In April, the City of Clarkston put the Port on notice that it wished to terminate the month-to-month lease with the termination to be effective May 31, 2019. In consulting with the Port attorney, the Port Manager said it was within the rights of the City to terminate the lease if it wished. The billboard had been subleased to the parties running the Quality Inn and the driving range. But with the transfer of ownership several years ago, it was unclear who would have survived that tenancy.

Commissioner Jackson shared the history of the ginkgo tree near Confluence Way. When the owner agreed to sell land so the Port could build Confluence Way, it was with the stipulation that the tree be preserved. As the Port still owns the land on which the tree is located, no one should be removing it without Port permission. However, Port staff were instructed to look into creating a plaque to commemorate the previous owner.

5. Problems with escaping golf balls: The following was discussed: golf balls trespassing onto RV Park with the potential to cause injury, golf balls with too high of compression being used, and the poor condition of the net. **A motion was made by Commissioner Jackson/Tippett to send a letter to the Quality Inn (lessee) to immediately add to the insurance, fix the netting and use the correct balls at the driving range, to be accomplished within a specific timeframe. Motion carried.**

RESOLUTIONS: None.

RECURRING AGENDA ITEMS: On-going permitting (CERB broadband expansion):

Commissioner Tippett/Jackson made the following motion: Recognizing that no comments were received during the 14-day waiting period after the SEPA packets were distributed; and, recognizing there were no changes to the project that would result in a different determination other than the Determination of NonSignificance (DNS) already made, that the Port of Clarkston: a) construe the lack of comments as a lack of objection to the environmental analysis and threshold DNS; b) that we retain the DNS, and c) that we hereby instruct staff to move forward on the construction of the telecommunications expansion project. **Motion carried.**

OLD BUSINESS:

1. Telecom Fiber Build:
 - a. Final Opinion on Determination of Non-Significance: The SEPA for Phase IV of telecommunications fiber build was addressed under "Recurring Agenda Items" above.
 - b. The Port Manager shared the plan to purchase fiber in advance of seeking bids for construction to help reduce any time delays. Commissioners concurred with that approach.
2. Authorizing Port Manager to accept from Asotin County PUD 3" sewer line for fiber project (Bill of Sale): **Commissioners Tippett/Jackson, moved for Port Manager to be authorized to accept Asotin Co PUD bill of sale; motion carried.**

3. Ratify two leases with Heuett properties and authorize Port Manager to sign a Consent to Assignment when the first lease is recorded. **Commissioners Jackson/Tippett moved to ratify the two leases with Heuett Properties for properties at 243 13th Street (BPA subtenant), and 1289 Port Way. Motion carried. Commissioners Tippett/Jackson made a second motion authorizing the Port Manager to sign a Consent to Assignment when the first lease is recorded. Motion carried.**

COMMISSIONER REPORTS

Commissioner Tippett discussed his tour of Turning Pointe Business Park. Staff will investigate the lack of vegetation and make recommendations relating to reseeded. Commissioner Jackson had nothing to report. Commissioner Brigham said he would attend the PUD meeting, if needed.

MANAGER'S REPORT

Wanda shared her calendar with the Commissioners. The following items on the calendar were discussed in greater detail:

- a. Representative Newhouse's public listening session on Columbia/Snake dams May 13, Richland, WA
- b. WPPA Spring Meeting May 15-17: Spokane, Davenport Hotel; All three commissioners plus Wanda and Beth to attend.
- c. Wanda to attend WPPA Broadband Committee pre-meeting May 14—also Spokane
- d. Wanda to attend WPPA training the morning of the 15th
- e. Snake River Family Festival, Saturday, June 8 – who will attend, Wanda, Jeanette, Beth
- f. Wanda time away, June 10-11, 2019
- g. PNWA Summer meeting: June 25-27, Hood River (Wanda and one Commissioner registered—Wanda to take work time to explore results of Condit Dam removal at White Salmon)

Wanda discussed the availability of Port building at 1390 Commercial Way (exit is slowed due to equipment removal—CNC machines available for purchase). Consensus was that we should work around the equipment still in the building, as it needs attention before it can be rented again.

Wanda provided status reports on the following:

- Passenger vessel economic impact study and needs assessment EDA grant request
- Changes to pump station—Granite Lake RV Park (grinder installation)
- Lodging tax award with City of Clarkston (the contract with the City and progress to date)
- "General Agreement for Joint Use of Utility Poles" with Clearwater Power
- Roof replacement on west ½ of 1390 Fair Street wrap up in May
- Granite Lake Park improvements (Electrical expansion at Granite Lake Park – out to bid; Water fountain replacement – May/June timeline; Fresh bark – some received, still more to be ordered)
- Plan for installation of mailbox – May/June timeline
- Plan for surveying Port roads in north Clarkston – late summer start

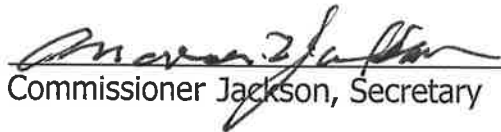
One other item of business was discussed: a request by Idaho Cattle Association for alcohol to be served at an event on June 23, 2019, at Granite Lake Park. Commissioners approved it, subject to completion by the requester of waiver of liability paperwork.

EXECUTIVE SESSION: Commissioners went into Executive session at 3:12 p.m. to discuss lease negotiations for 10 minutes and property disposition for 10 minutes.

EXECUTIVE SESSION WRAP-UP: At the conclusion of Executive Session at 3:32 p.m., the Port Manager was authorized to continue negotiations on disposition of property.

NEXT MEETING: June 13, 2019, 1 p.m.

ADJOURNMENT: The meeting adjourned at 3:40pm


Commissioner Jackson, Secretary