

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Thursday, October 3, 2019 – 1:00 p.m.
RESCHEDULED REGULAR MEETING AGENDA

Call Meeting to Order; 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 Tippet	<input checked="" type="checkbox"/> Port Manager Wanda Keefer
<input checked="" type="checkbox"/> Econ Dev Specialist Beth Larson	<input checked="" type="checkbox"/> Admin Specialist Peggy Heusinkveld

VISITORS:

BUDGET FOR 2020 WORK SESSION:

The Port Manager talked through several areas with the Commissioners. Some included these:

- Telecom Construction and other Capital Budget items
- Professional services investments
- Operations/Maintenance Costs
- Rounding up pay increases for two employees beyond 3% increase; no change on health care benefits
- Increasing staffing
- Website

**COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS WORK SESSION
(Section by Section review)**

LEGAL NOTICES: Language for legal notice of public hearings on a) 2020 budget; and b) Comprehensive Scheme of Harbor Improvements to occur November 14

CONSENT AGENDA:

1. Approved absence (if necessary)
2. Approval of Minutes – Commission Meeting September 12, 2019
3. Review of Accounts Receivable
4. Approval of Vouchers

Type of Check	Check Numbers	Date	Amount
Payroll	EPAY/21926-21935	9-15-19	\$10,045.13
Expenses	21936-21947	9-30-19	\$11,085.86
Payroll	EPAY/21948-21964	9-30-19	\$16,513.74
Expenses	21965-21984	10-3-19	\$11,523.60

GENERAL PUBLIC COMMENTS: None.

RESOLUTIONS: 2019-10—A Resolution to Formalize Steps to Protect Cultural Resources in the event of Inadvertent Discovery During Construction.

NEW BUSINESS:

3rd Quarter Budget to Actual Comparisons for 2019

RECURRING AGENDA ITEMS: On-going permitting (CERB broadband expansion, lower dock extension near 14th St. dolphins).

OLD BUSINESS:

Ratify the Port Manager's signature on CERB documents for the telecommunications expansion project

COMMISSIONER REPORTS

Commissioner Tippet
Commissioner Jackson
Commissioner Brigham

MANAGER'S REPORT

1. Calendars for October and November.
2. Vacations:
 - a. Beth's time away: October 14-25, November 27
 - b. Wanda's in a use-or-lose vacation mode and will be seeking options, perhaps in conjunction with other Port-related travel. Dates out of office: unknown.
3. PNWA Annual Convention: Oct. 9-11, Heathman Lodge, Vancouver
4. WPPA Small Ports Meeting: Oct. 24-25 in Leavenworth,
5. State Auditor's Office examination of 2017 & 2018
6. WPPA Annual Meeting: Nov. 20 – 22 in Tacoma
7. Bonneville lock repair
8. Letter of support for City of Clarkston Stormwater Grant to the Washington Department of Ecology.
9. Meeting with Asotin County Jail committee Oct. 1.
10. Status reports:
 - a. Meeting with Walla Walla USACE staff on sediment management
 - b. PNWA economic impact study
 - c. EDA grant for cruise boat and large passenger vessel economic impact and needs assessment grant status report
 - d. Short-plat mapping project
 - e. Commemorative sign for Catherine Mahon (ginkgo tree).
11. Other

EXECUTIVE SESSION: Lease negotiations (15 minutes)

EXECUTIVE SESSION WRAP-UP/DECISIONS

NEXT MEETING: Nov. 14, 2019, 1 p.m.

ADJOURNMENT