

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Wednesday, January 12, 2022 -- 3:00 p.m.
REGULAR MEETING AGENDA

This Port of Clarkston will be hybrid. This means participation will be in person or by phone. A limited number of members of the public can participate in person at 849 Port Way (social distancing and masking will be required and will impact number of attendees). The alternative is by calling 1-509-552-4599, and inputting access code 4599. Public comments are encouraged either by phone or in person during the General Public Comments section of the meeting.

3:00 p.m. CALL MEETING TO ORDER; PLEDGE OF ALLEGIANCE

3:02 p.m. ROLL CALL

- | | |
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| <input type="checkbox"/> Commissioner Mark Brigham | <input type="checkbox"/> Commissioner Wayne Tippet |
| <input type="checkbox"/> Commissioner Dayna Weatherly-Wilson | <input type="checkbox"/> Executive Director Wanda Keefer |
| <input type="checkbox"/> Opr Mgr Specialist Beth Larson | <input type="checkbox"/> Admin Assistant Debra Hegar |

3:03 p.m. ADMINISTER OATH OF OFFICE TO COMMISSIONER DAYNA WEATHERLY-WILSON

3:05 p.m. CONSENT AGENDA

1. Approved absence, if necessary
2. Approval of Minutes – Commission Meetings Dec. 9, Dec. 23, Dec. 30, 2021
3. Review of Accounts Receivable
4. Approval of Vouchers

Type of Check	Check Numbers	Date	Amount
TBD			

3:07 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.)

3:10 p.m. NEW BUSINESS:

1. Elect Commission officers (President, Vice President, Secretary)
2. Appoint Port Attorney
3. Appoint Port Auditor
4. Appoint Public Records Officer
5. Appoint Responsible SEPA Officer
6. Review and approve work plan for 2022
7. Aquatic Invasive Species Watercraft Check Station request for MOU
8. Broadband funding available: Washington State Broadband Office (next round by Parkway School?)
9. Review request for expanded use, on a temporary basis, of property at 102 14th Street
10. Ratify agreement with Prothman for executive recruitment services
11. Petrichor Agreement for services in conjunction with CERB 3 Broadband FTTH in west Clarkston Heights
12. Benefits of adding Commissioners to workers compensation program (in case of injury while performing functions)

13. Making a plan for annual training (OPM, PRR, harassment & hostile work environment)
 - a. Manage Public Records differently with computer devices and Port-issued email address?

3:25 p.m. RESOLUTIONS:

1. Resolution 2022-01 – A Resolution of the Port of Clarkston Commission Setting Meeting Times for 2022
2. Resolution 2022-02 – A Resolution of the Port of Clarkston Commission Governing the Transactions of Business for the Port of Clarkston
3. Resolution 2022-03 – A Resolution of the Port of Clarkston Commission Authorizing the Executive Director to Dispose of Surplus Property & Materials

3:30 p.m. RECURRING AGENDA ITEMS: On-going requests of Corps of Engineers

3:30 p.m. OLD BUSINESS:

1. Housekeeping items on Lease Agreement with Specialty Environmental Group approved 12-30-21: commencement date, waive security requirements, define process for signature (Follow-up item possibly after Executive Session)
2. Subdivision project
 - a. Address D&S Electric concerns about right of first refusal & other impacts of 60' Right-of-Way on 9th Street
 - b. 14th Street – collaboration with John Larson; gain ~ 7,500 sq. ft.
 - c. Hearing Feb. 7
3. Staff & Commission retreat – date & location?

3:40 p.m. COMMISSIONER REPORTS

Commissioner Tippet
Commissioner Weatherly-Wilson
Commissioner Brigham

3:50 p.m. EXECUTIVE DIRECTOR'S REPORT

1. Calendar for January and February
 - a. Broadband Action Team meeting
 - b. WPPA Ports Day, Jan. 25 (virtual)
 - c. EDA grant deadline, Jan 26
 - d. Wanda in Washington DC for advocacy, March 3 & 4
 - e. Mission to Washington, DC, March 12 – 18 (in person), with regional pre-meeting Feb 14 (virtual) (Wanda to attend)
 - f. WA Transportation Board in Asotin County June 25-26 (address issues of concern)
2. Rescinded contract with Shawn Hinz for sediment sampling
3. Budget, as amended, to actual comparison 4th Qtr 2021
4. Status reports:
 - a. Dredging priority letter signed by several U.S. Congressional in support of confluence of Snake & Clearwater Rivers
 - b. Broadband materials orders
 - c. Cruise travel briefing

4:05 p.m. EXECUTIVE SESSION: Property Disposition, 15 minutes

4:20 p.m. EXECUTIVE SESSION WRAP-UP

4:23 p.m. NEXT MEETING – February 9, 2022, 3 p.m.

4:25 p.m. ADJOURNMENT