

PORT OF CLARKSTON
849 Port Way – Clarkston, WA
Thursday, June 2, 2022 – 3:00 p.m.
MEETING MINUTES

This Port of Clarkston meeting was an in-person meeting.

Commission Chair Mark Brigham called the meeting to order at 3:01 p.m.

ROLL CALL:

<input checked="" type="checkbox"/> Commissioner Dayna Weatherly Wilson	<input checked="" type="checkbox"/> Commissioner Mark Brigham
<input checked="" type="checkbox"/> Commissioner Jay Backus	<input checked="" type="checkbox"/> Port Manager Wanda Keefer
<input checked="" type="checkbox"/> Operations Manager Beth Larson	<input checked="" type="checkbox"/> Admin Asst. Debra Hegar

VISITORS: Jerry Kiekow from LC Terminals

GENERAL PUBLIC COMMENTS: Discussed was the retirement party for Scott Zuger from LC Terminals. Jerry Kiekow has assumed Scott's role.

CONSENT AGENDA:

1. Approved absence, if necessary
2. Approval of Minutes – Commission Meeting May 11, May 18 & 19, 2022
3. Review of Accounts Receivable
4. Approval of Vouchers:

Type of Check	Check Numbers	Date	Amount
Payroll	EPAY24098-24107	5-15-22	\$11,010.06
Expenses	24108-24130	5-25-22	\$19,799.62
Payroll	EPAY24131-24139	5-31-22	\$15,944.89
Expenses	24140-24151	6-2-22	\$32,580.75

Commissioners Backus/Brigham made a motion to approve the consent agenda as presented. Motion carried.

NEW BUSINESS:

Commissioners Backus/Brigham made a motion to award the construction bid for 22-001-WCH-FTTH to Summit Utility Contractors, LLC as presented, with a cost of \$755,100. Motion carried.

Executive Director Wanda Keefer presented a Notice to Proceed on Washington State Capital Budget resources for navigation access in the amount of \$1,503,500. She has begun administering that award. Some new cultural permitting is associated with this. The Port will receive a contract once sufficient time has passed for comments.

RESOLUTIONS:

Commissioners Backus/Brigham made a motion to approve Resolution 2022-10 Adopting Standards of Conduct. Motion carried.

Commissioners Backus/Brigham made a motion to approve Resolution 2022-11 – a Resolution Committing Match for Washington State Capital Funding for Dredging as

presented. Motion carried.

OLD BUSINESS:

Commissioners Brigham/Backus made a motion to rescind the 1-12-22 contract with Petrichor, LLC for CERB's West Clarkston Heights FTTH and put those services out for competitive bid. Motion carried.

After a discussion with the Executive Director on the status of dredging permits and other necessary administrative actions, **Commissioners Backus/Brigham made a motion to approve: a) Amendment #1 to Cost Share Agreement with Lewis-Clark Terminal, and b) Amendment #1 to MOA with U.S. Army Corps of Engineers.** Further, Executive Director Wanda Keefer was authorized to sign those agreements. **Motion carried.**

Vacation of 14th Street to gain 10' along west side of Block 5 in new subdivision was discussed. Green light to contract for appraisal services was granted to the Executive Director, if needed.

The topic of the pathway at Turning Pointe Business Park and particularly access to used "bridges" to fill in gaps. It was decided that the priority level of this project would be determined in consultation with the incoming Executive Director Chris Rasmussen on or after his starting date of June 20, 2022.

COMMISSIONER REPORTS:

Commissioner Backus discussed participation in person at the Eastern Washington Legislative Tour (EWALT), and also at the Western Caucus foundation in Tri-Cities after which he had obtained copies of several presentations. He attended the Chamber Natural Resource Committee meeting and had participated in calls involving Northwest River Partners and PNWA

Commissioner Weatherly-Wilson reported on attendance at EWALT.

Commissioner Brigham reported on work leading up to the selection of the new Executive Director and also attendance at EWALT. He also discussed the lack of maintenance at the entrance to the city at the blue bridge, calling it an eyesore.

EXECUTIVE DIRECTOR'S REPORT:

The Executive Director went over these upcoming calendars/events:

- a. Scott Zuger (LC Terminal) retirement dinner June 15 – RSVP needed by 6-9
- b. WDFW Aquatic Invasive Species media event, June 16, 11 a.m.
- c. Port retreat June 20-21, Spokane
- d. PNWA Summer conference in Spokane: June 21-23 (attendees: Mark, Jay, Dayna, Wanda, Beth, Chris)
- e. City Planning & Zoning Committee meeting on annexation: July 5
- f. Shoreline Development pre-decision hearing, City of Clarkston: July 11
- g. WPPA Director's Seminar: July 14-15 - Bellingham (attendees: Wanda, Chris)
- h. WPPA Commissioners Seminar: July 25-27, Walla Walla (all 3 Commissioners to attend)
- i. WFOA Conference (significant relevant training): Sept 14-16, Tacoma (Wanda & possibly Chris)
- j. WPPA Environmental Seminar: Sept 21-23, Leavenworth, WA (attendees: none)
- k. WPPA Small Ports Seminar: Oct 20-21, Leavenworth, WA (attendees: Dayna, Jay, Mark)

2. Executive Director Keefer provided status reports on the following:
 - a. Annexation on north edge of waterfront
 - b. Subdivision platting
 - c. Substantial Shoreline development permit for dredging: timeline reviewed
 - d. Neutral on City of Clarkston zone change for 416 & 420 5th; commissioners concurred
 - e. EV Charging Station – awaiting an administrative fee letter from USACE
 - f. FDA inspections of potable water for cruise lines
 - g. Personal services contracting activities – mapping broadband & cultural for dredging and for monitoring WCH FTTH

EXECUTIVE SESSION: At 4:40 p.m., Commissioners went into Executive Session to discuss personnel for a period of 20 minutes and lease negotiations for a period of 5 minutes. At 5:05 p.m. Commissioners asked for an extension of five minutes; they concluded Executive Session at 5:12 p.m..

EXECUTIVE SESSION WRAP-UP: At the end of Executive Session, no action was taken.

NEXT MEETING: The retreat was confirmed June 20-21, 2022, in conjunction with the PNWA meeting in Spokane; Chris will be able to attend. The next regular meeting was rescheduled to Wednesday July 6 to avoid conflict with travel to the WPPA Director's seminar.

ADJOURNMENT: The meeting adjourned at 5:20 p.m.



Dayna Weatherly-Wilson, Secretary