

Minutes of the regular meeting of the Port of Whitman County of April 3, 2008.

MEETING CALLED TO ORDER: The meeting was called to order at 10:00 a.m. in the Port office in Colfax, Washington. Present were all Commissioners, the Executive Director, the Properties and Development Manager, ADO Consultant Tammy Lewis of the Palouse Economic Development Council, and the Port Attorney.

APPROVAL OF MINUTES: A **MOTION** was made to approve the Minutes of the meeting of March 20, 2008, as mailed and entered in the minute book. The motion carried.

APPROVAL OF CLAIMS: A **MOTION** was made to approve Claim Nos. 18009 through 18040 totaling \$419,515.21 and electronic fund transfer for payroll taxes of \$6,437.36.

Commissioner Gronholz inquired as to Claim No. 18039 relating to the return of tax incentive money to the Washington State Department of Revenue. The Executive Director explained that these were funds received by the Port based on a tax incentive for which Isothermal Research (ISR) qualified. The Port was obligated to apply the funds to reduction of rent of ISR over the term of the lease. Since ISR has ceased operations, the Department of Revenue has applied to the Port for a refund of the funds.

The motion carried.

Joe Smillie of the Whitman County Gazette joined the meeting at 10:05 a.m.

REVIEW OF AGED RECEIVABLES: The Commissioners and the Executive Director reviewed the aged receivables accounts.

The Executive Director recommended that the Port proceed with default notice to Losonoco for back due rent.

RESOLUTION NO. 08-07: A **MOTION** was made to pass Resolution No. 08-07 approving amendment to the contract with the PEDC for ADO services. The motion carried. Ms. Lewis gave a brief update on ADO activities. Ms. Lewis left the meeting at 10:20 a.m.

REPORT ON PUBLIC OFFICIALS BREAKFAST: Commissioner Gronholz reported on the public official's breakfast held in Pullman on April 2, 2008, also attended by Commissioner Love. The primary topic of discussion was the Pullman-Moscow Airport. A representative of Horizon Air also attended the meeting and reported that the airline was reducing its daily Seattle flights

from four to three; however, the airline is upgrading the service with higher capacity airplanes. The airline is also adding a daily flight from Pullman to Boise.

ROSALIA'S VISITOR RESOURCE AND INTERPRETIVE CENTER:

The Properties and Development Manager reported that the Commissioners have been invited to attend the dedication, at Rosalia, of new interpretive panels which have been added to the visitor resource and interpretive center. The interpretive panels relate to the Steptoe Battlefield. The dedication is at 11:30 a.m. on June 7, 2008.

REGIONAL RAIL GOVERNANCE AUTHORITY MEETING:

Commissioner Gronholz, the Executive Director, and the Port Attorney reported on attending the regional Rail Authority preliminary meeting of March 31, 2008, in Spokane. Attending the meeting were representatives of all four members of the Rail Authority; that is, Grant County, Lincoln County, Spokane County, and the Port District. Also attending were Mike Roswell of the Washington State Department of Transportation Rail Division and Scott Lockwood, the Assistant Attorney General attached to WSDOT. The group discussed possible terms of an agreement between the Rail Authority and WSDOT and the responsibilities for oversight to be assigned to the Rail Authority. A draft version of an Agreement is being prepared for circulation.

The group is scheduled to meet on April 16, 2008, at the county courthouse in Davenport. A draft version of the Agreement will be the primary topic of the meeting. The group also plans to elect officers at the meeting.

POWBAC - T-HANGAR:

The Properties and Development Manager reported that Butch Reibold was working on obtaining pricing for the fabrication portion of a new T-hangar proposed for POWBAC. A request for proposal to construct the t-hangar will go out on the small works roster later this spring.

WASHINGTON PUBLIC PORTS ASSOCIATION SPRING MEETING:

It was noted that the Washington Public Ports Association spring meeting is scheduled for May 14-15, 2008, in Vancouver, WA. The Properties and Development Manager plans to attend, as well Commissioners Boone and Gronholz.

STRATEGIC PLANNING MEETING:

A MOTION was made to hold a strategic planning meeting on May 5, 2008, in the Port office at 10:00 a.m. The motion carried.

ROAD FROM LOWER GRANITE DAM TO WAWAWAI: It was noted by Commissioner Gronholz that the Port continues to support completion of a road from Lower Granite Dam to Wawawai and that the project continues to be on PNWA's approved list. Did the Port want to add the project to the PEDC comprehensive strategy? A **MOTION** was made to add the Wawawai to Lower Granite Dam road project to the 2008 comprehensive economic development strategy of PEDC. The motion carried.

LOCUST GROVE INDUSTRIAL PARK: The Executive Director reported on the possible encroachment of the state right-of-way on the Locust Grove Industrial Park. He reported that the Maders and Robert Murtha of the firm of Munir Daud + Associates are working with the Washington State Department of Transportation on the issue. The process is time consuming and may take up to 12 months to complete. The Executive Director intends that annexation of the park into the City of Pullman will move forward prior to a final resolution with WSDOT.

PULLMAN-MOSCOW AIRPORT: A **MOTION** was made to authorize the Executive Director to sign an Operation and Support Agreement with the Pullman-Moscow Regional Airport and proceed with the approval amount of \$20,750 for operations for the airport for 2008. The motion carried.

EXECUTIVE SESSION: At 11:50 a.m., the Port President called for an executive session, with the regular meeting to reconvene at 12:00 p.m., with the expectation the meeting would then recess for lunch.

REGULAR MEETING RECONVENED: At 12:00 p.m., the regular meeting of the Port of Whitman County reconvened following executive session. Present were all Commissioners, the Executive Director, the Properties and Development Manager, and the Port Attorney.

REGULAR MEETING RECESSED: The Port President called for a lunch recess, with the regular meeting to reconvene at 12:30 p.m.

REGULAR MEETING RECONVENED: At 12:30 p.m., the regular meeting of the Port of Whitman County reconvened following lunch recess. Present were all Commissioners, the Executive Director, the Properties and Development Manager, and the Port Attorney.

AUDIT - AUTHORIZATION TO SIGN MANAGEMENT REPRESENTATION LETTER: A **MOTION** was made to authorize the

Executive Director and Commissioner Boone to sign the management representation letter to State Assistant Auditor Ryan Jones in conjunction with the recent single audit on the federally funded taxiway project at POWBAC. The motion carried.

MAY 15TH PORT MEETING RESCHEDULED: A **MOTION** was made to reschedule the regular meeting of May 15, 2008, to May 22, 2008, to commence at 10:00 a.m. in the Port office in Colfax, Washington. The motion carried.

MEETING ADJOURNED: There being no further business to come before the meeting, the meeting adjourned at 1:00 p.m.

PORT OF WHITMAN COUNTY COMMISSION

DANIEL W. BOONE, President

JOHN E. LOVE, Vice President

ROBERT F. GRONHOLZ, Secretary