

Minutes of the regular meeting of the Port of Whitman County of December 6, 2007.

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, and the Port Attorney.

APPROVAL OF MINUTES: A **MOTION** was made to approve the Minutes of the meeting of November 19, 2007, as mailed and entered in the minute book, with the following addition: "Commissioner Boone joined the meeting of November 19, 2007, at 10:45 a.m. following the presentation by Ms. Lewis." The motion carried.

CONSIDERATION OF CLAIMS: The Commissioners considered the claim vouchers. Commissioner Gronholz inquired as to claim voucher 17818. The Executive Director explained this voucher was for payment of rent for Ms. Lewis's office, who is providing ADO services on behalf of the Port pursuant to contract.

Commissioner Gronholz inquired as to Claim No. 17820. The Executive Director explained this was reimbursement for repairs and maintenance made by the Boyer Park Concessionaire pursuant to terms of the Concessionaire Agreement.

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

Commissioner Boone inquired as to Claim No. 17822. The Properties and Development Manager explained it was for culverts purchased for POWBAC.

APPROVAL OF CLAIMS: A **MOTION** was made to approve Claim Nos. 17789 through 17824 totaling \$113,719.24 and electronic fund transfer for payroll taxes of \$5,967.38. The motion carried.

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

VALLEY VISION MEETING: Commissioner Boone reported on attending the Valley Vision meeting of December 5, 2007. The Valley Vision Executive Director, Bob Tibbett, reported on a two-week business recruitment trip with Bob Potter in southern California. He reported that a warehouse company of an unspecified name and location is looking at locating in the Lewiston valley.

TRI-PORTS MEETING: Commissioner Gronholz reported on attending the "tri-ports" meeting in Pasco. The meeting was arranged for local public officials to meet with regional legislators. Due to inclement weather and poor traveling conditions, not all of the legislators were able to attend the meeting but several interesting topics were discussed. Among the topics was the need to establish a permanent source of funding for CERB. It was also noted at the meeting that Washington State is only one of two states that has a constitutional prohibition on lending of public credit to private entities. This prohibition is a handicap with respect to business recruitment and retention. A proposal to increase the penalty for violations of the Open Public Meeting Act from the current \$100 fine per violation to \$600 per violation was also mentioned at the meeting.

INLAND NORTHWEST PARTNERS MEETING: The Executive Director reported on attending the Inland Northwest Partners meeting. Also in attendance were Commissioner Boone and Commissioner Gronholz. The Port of Whitman received a "Partnership Award" for its work in economic development and business recruitment. The Port ADO Consultant, Tammy Lewis, also received a "Hometown Hero" award from the organization.

POWBAC - HANGAR BUILDINGS: The Properties and Development Manager reported that preparation of site work for the new hangar buildings at POWBAC was scheduled for Monday, December 10, 2007, weather permitting.

INLAND NORTHWEST PARTNERS MEETING: Commissioner Gronholz reported further on the Inland Northwest Partners meeting. Included in the topics of discussion were energy issues and Washington State's relative competitive advantage with the State of California in the area of workman's compensation premium costs.

ARREARAGE OF BITTERROOT ENTERPRISES/RESOLUTION NO. 07-19: The Commissioners discussed the arrearage of Bitterroot Enterprises on its current lease of the Merman Drive Building. A **MOTION** was made to pass Resolution No. 07-19 authorizing the Executive Director to proceed with forfeiture of Bitterroot Enterprises' lease after January 1, 2008, if the rent remains in arrears.

RAIL GOVERNANCE ISSUES: The Executive Director reported on rail governance issues and the continuing effort to

work with WSDOT on the issues. He expressed concern over the slow pace of WSDOT given the deadline of June 30, 2009, set by the Legislature on resolution of the governance issues.

ENTERPRISE ZONE PROJECT: The Executive Director provided a status report on the enterprise zone project. Don Tilton and the Executive Director testified at the State Senate Economic Development Committee on November 30, 2007, on the progress. The Committee also took testimony on growing power demands for technology.

TELECOMMUNICATION LINE TO SPOKANE: The Executive Director reported that he would be seeking a \$25,000 matching grant from CERB to study the feasibility of a telecommunication line to Spokane.

ISR BUILDING MARKETING BROCHURE: The Properties and Development Manager reported that the ISR Building marketing brochure has been completed. A sample of the brochure was circulated.

WEDA - REQUEST FOR FUNDING: The Executive Director reported that the Port has been asked for \$5,000 in funding for the Washington Economic Development Association (WEDA). It was noted that the ADOs in the region have generally financially supported WEDA. It was also noted that WPPA provides services to Port districts that are similar to the services provided by WEDA. The Port is the ADO for Whitman County. No action was taken. Commissioner Gronholz will look into the matter and report further.

PACIFIC NORTHWEST WATERWAYS MISSION TO WASHINGTON: It was noted that Commissioner Love and the Properties and Development Manager are scheduled to attend the Pacific Northwest Waterways Mission to Washington in the spring.

PORT/COUNTY COMMISSIONER MEETINGS: The Commissioners reviewed a proposed schedule for 2008 Port Commissioner/County Commissioner joint meetings.

POWBAC: The Properties and Development Manager reported that Eric Johnson, the grant administrator for WSDOT Aviation, recently toured POWBAC and reviewed the Port's airport layout plan. WSDOT participated in 2½% of the grant funding for the taxiway project. Mr. Johnson was complimentary as to the project results.

TELECOMMUNICATION USE AGREEMENT WITH CITY OF PULLMAN:
A **MOTION** was made to authorize the Executive Director to

complete signing of a telecommunication use agreement with the City of Pullman. The motion carried.

RESOLUTION NO. 07-20: A **MOTION** was made to pass Resolution No. 07-20 adopting the Manager's authority for the year 2008. A due diligence guideline has been added to the Manager's authority for projects over \$1 million. The motion carried.

EXECUTIVE DIRECTOR'S BASE SALARY: The Executive Director's 2008 base salary was discussed. A **MOTION** was made to establish a base salary for the Executive Director for the year 2008 of \$94,020. The motion carried.

REGULAR MEETING RECESSED: At 12:05 p.m., the President called for a lunch recess, with the regular meeting to reconvene at 12:40 p.m., noting that an executive session would immediately follow to discuss a personnel matter.

REGULAR MEETING RECONVENED: At 12:40 p.m., following lunch recess, the regular meeting of the Port of Whitman County reconvened. Present were all Commissioners, the Executive Director, the Properties and Development Manager, and the Port Attorney.

EXECUTIVE SESSION: The Port President called for an executive session to discuss a personnel matter, with the regular meeting to reconvene at 1:10 p.m.

REGULAR MEETING RECONVENED: At 1:10 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.

SUMMARY OF STATUS OF PROJECTS: The Port Attorney presented a summary on the status of projects that were active through the year 2007.

MEETING ADJOURNED: There being no further business to come before the meeting, the meeting adjourned at 1:30 p.m.

PORT OF WHITMAN COUNTY COMMISSION

ROBERT F. GRONHOLZ, President

DANIEL W. BOONE, Vice President

JOHN E. LOVE, Secretary