

Minutes of the regular meeting of the Port of Whitman County of February 7, 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, and the Port Attorney. Also present was Joe Smillie of the Whitman County Gazette.

**APPROVAL OF MINUTES:** A **MOTION** was made to approve the Minutes of the meeting of January 17, 2008, as mailed and entered in the minute book. The motion carried.

**APPROVAL OF CLAIMS:** The Commissioners considered the claims. Commissioner Love asked if the membership dues to the Inland Port Navigation Group (Claim No. 17928) were now being managed by the Port of Lewiston. The Executive Director said they were. A **MOTION** was made to approve Claim Nos. 17900 through 17946 totaling \$96,567.33 and electronic fund transfer for payroll taxes of \$6,259.73. The motion carried.

**RAIL GOVERNANCE ISSUES:** Commissioner Gronholz reported on a Washington State Department of Transportation phone conference on regional rail governance issues on January 28, 2008. The Properties and Development Manager also participated in the phone conference. Commissioner Gronholz indicated that the Port continues to press the Washington State Department of Transportation on the governance issue in light of the legislative deadline.

**BUSINESS RECRUITMENT TRIP:** At 10:15 a.m., Bob Potter joined the meeting by phone conference. He reported on the recent business recruitment trip to California under the auspices of the Inland Northwest Economic Alliance with the Executive Director. He reported that his impression from these trips is that prospective businesses are looking for the opportunity to hire employees who can contribute value to the business. He believes that the proximity to the Port's industrial park of two universities with strong science and engineering programs is of great value to business recruitment here. At 10:30 a.m., the telephone conversation with Mr. Potter terminated.

**PORT AND COUNTY COMMISSIONERS MEETING:** Commissioner Boone reported on the Port Commissioner/County Commissioner meeting of February 4, 2008.

**CONFLUENCE WATERFRONT MEETING:** Commissioner Boone reported on attending the confluence waterfront meeting on February 6, 2008. The PEDC, Port of Clarkston, and Port of Lewiston continue to work on a "waterfront" plan. Commissioner Gronholz stated that the Port needs to continue to be cautious so as not to create expectations of substantial contributions or commitment to a waterfront project that will have little economic value to the citizens of Whitman County.

**POWBAC - POLE BUILDINGS:** The Properties and Development Manager reported that the pole buildings at POWBAC have been completed, except for the doors which are on back order.

**IP ZONE PROJECT:** The Executive Director reported on the kickoff of the IP zone project on January 25, 2008. Sheila Collins of the Governor's office attended, as did Terry Lawhead of CTED.

**RAIL GOVERNANCE ISSUES:** The Commissioners and the Executive Director discussed rail governance issues. The Executive Director indicated the Port was going to continue to keep working with WSDOT. The Legislature has directed Washington State Department of Transportation to develop a plan for turning over regional rail governance to local entities. He noted that the Port has given the Governor's office and the Department of Transportation its recommendations on the governance issue.

**BUSINESS RECRUITMENT TRIP:** The Executive Director reported further on the Inland Northwest Economic Alliance business recruitment trip. He indicated that he plans to follow up with four companies. The two most promising prospects are an electronic component testing and design company and a metal fabrication company.

**WW CEDAR COMPANY:** At 10:55 a.m., Will and Holly Brown of WW Cedar Company joined the meeting. The company operates a shake and shingle mill currently located at the Port of Lewiston. The company is interested in locating on Lots 2, 3, and 4 in Subdivision 2 at Wilma. The lots comprise approximately 6.1 acres. The company has 10 employees. The company plans to double its employee base in the next two years. The company pays from minimum wage to \$15 per hour. Mr. and Mrs. Brown reported they had a good working relationship with the Port of Lewiston, but they have come to an informal

understanding with the Port of Lewiston that relocation would serve the interests of both. The Properties and Development Manager will continue to work with the company on the specifics of a lease and agreement. Mr. and Mrs. Brown left the meeting at 11:20 a.m.

**BENNETT-GRANGER LAND TRADE:** A **MOTION** was made to extend the acceptance date on the assignment of the Bennett-Granger land lease trade until February 21, 2008. The motion carried.

**STATE REPRESENTATIVE JOE SCHMICK:** The Executive Director reported that State Representative Joe Schmick has done an excellent job in keeping in touch with the Port and seems to understand the Port's issues.

**CLEARWATER PROPANE - WAIVER OF SECURITY DEPOSIT:** The Executive Director reported that Clearwater Propane has asked for a waiver of security deposit and release of its current security deposit. The company has been leasing from the Port since 1995 and has always been on time with its payments. The Executive Director recommended the waiver. A **MOTION** was made to waive the Clearwater Propane security deposit and release the existing deposit funds. The motion carried.

**PALOUSE RIVER COULEE CITY RAILROAD - BILL OF SALE:** A **MOTION** was made to sign a Bill of Sale to Palouse River Coulee City Railroad. The locomotives have been leased from the Port in accordance with a lease and option to purchase, and the option has been exercised. The motion carried.

**INTERNATIONAL MARKETING PROGRAM:** It was noted that a program on international marketing will be held in Clarkston on February 13, 2008. The Port has provided some program content for the meeting. Commissioner Boone will plan to attend.

**BITTERROOT ENTERPRISES - CONTRACT:** The Executive Director reported that he has received an inquiry from Rod Johnson of Bitterroot Enterprises inquiring as to whether the Port would be interested in carrying a contract on the sale of the Merman Drive Building. The Executive Director was advised the Commissioners were not interested in carrying a contract.

**EXECUTIVE SESSION:** At 11:50 a.m., the Port President called for an executive session until 12:00 noon to discuss a personnel matter, and then the meeting will 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 Port Attorney, and the Properties and Development Manager.

**REGULAR MEETING RECESSED:** The Port President called for a lunch recess, with the regular meeting to reconvene at 12:45 p.m.

**REGULAR MEETING RECONVENED:** At 12:45 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.

**MEETING ADJOURNED:** There being no further business to come before the meeting, the meeting adjourned at 12:45 p.m.

PORT OF WHITMAN COUNTY COMMISSION

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DANIEL W. BOONE, President

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JOHN E. LOVE, Vice President

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ROBERT F. GRONHOLZ, Secretary