

Minutes of the regular meeting of the Port of Whitman County of May 7, 2009.

**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 regular meeting of April 16, 2009, as mailed and entered in the minute book. The motion carried.

**APPROVAL OF CLAIMS:** The Commissioners reviewed the claims.

Commissioner Love inquired as to Claim No. 18916. The Executive Director explained this was additional equipment for the Innovation Partnership Zone. The items were included in the budget. Approximately \$130,000 remains in the IP Zone budget.

Commissioner Love inquired as to Claim No. 18882. The Executive Director reported the claim was for electrical use at all port sites. The amount was down substantially due to lack of activity at the Port of Wilma.

A **MOTION** was made to approve Claim Nos. 18862 through 18919 totaling \$218,048.02, and electronic funds transfer for payroll taxes totaling \$6,199.22. 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.

**NUCHEM LEASE:** The Properties and Development Manager reported on a new lease for a portion of the public port site at Central Ferry with NuChem. The former lease on this property expired in December of 2008. A **MOTION** was made to sign a new lease with NuChem for property at Central Ferry. The motion carried. The lease was executed.

**NIA BLACK - EXTENSION OF LISTING AGREEMENT:** A **MOTION** was made to authorize the Executive Director to extend the listing agreement for the Henley Court Building with NIA Black as modified. The term of the new agreement started on April 14, 2009 and will run for twelve months. The motion carried.

**REGULAR MEETING RECESSED:** At 10:20 a.m., the Port President called for a recess, with the meeting to reconvene at Boyer Park and Marina following a Commissioner tour of the facilities at 11:00 a.m.

**REGULAR MEETING RECONVENED:** At 11:10 a.m., the regular meeting of the Port of Whitman County reconvened at Boyer Park and Marina. Present were all Commissioners, the Executive Director, the Properties and Development Manager, Dick Watters, and the Port of Attorney.

**BOYER - TREE TRIMMING PROJECT:** The Properties and Development Manager reported that the tree trimming project at Boyer was in progress and was scheduled to be completed by the end of the week. She also reported the dock/electrical repair was in progress (repairs necessitated by the boat fire earlier in the spring).

**PORT OF WILMA - RAIL PROJECT:** The Properties and Development Manager reported that H & H Construction was the apparent low bidder on the rail project at the Port of Wilma. A **MOTION** was made to approve the award of a contract to H & H as the low bidder, subject to staff review and determination that all bid requirements are in order. The motion carried.

**POWBAC AIRPLANE HANGAR ASSOCIATION - GOVERNANCE ISSUES/SALE AND LEASE OF FUTURE UNITS:** The Commission discussed governance issues for the POWBAC Airplane Hangar Association. A policy on the sale and lease of future hangar units of the condominium owned by the Port was also discussed. The Executive Director recommended that the original volunteers and participants in the construction of the first T-hangar be extended a 30-day opportunity to purchase or lease at rates associated with the construction of the first hangar and that thereafter the prices and rates for hangars be averaged based on the cost of construction for both the original hangar and the new hangar. The Commissioners indicated they concurred with the recommendation. No formal action was taken.

**ADO ACTIVITIES:** Mr. Watters reported on the activities of the ADO.

**BUSINESS PLAN COMPETITION:** Mr. Watters reported on the recent business plan competition conducted jointly with Washington State University. First place went to "Bronzestone" which submitted a plan for the production and marketing of humus, a Mediterranean style dip. The primary ingredient in hummus is garbanzo beans, a locally-grown agricultural crop. Second place went to "Tonercycle." Their plan calls for recycling of used computer printer and copying machine toner

into a type of raw plastic product that can be re-used to manufacture new plastic merchandise.

**ADO REPORT:** Mr. Watters reported that SEWEDA is advertising for a new executive director. The goal is to have the job position filled by the 1<sup>st</sup> of June.

**INNOVATION PARTNERSHIP ZONE FUNDING:** The Executive Director reported on his recent trip to Olympia. He reported that \$1.6 million is allocated in the state budget for IP Zones and the Port of Whitman will be applying for additional funding.

**REGIONAL RAIL PROJECT FUNDING:** The Executive Director reported that there was no money allocated in the state budget for the local unit train loader rail project, which is a considerable disappointment.

**KUBOTA UTILITY TRACTOR DECLARED SURPLUS:** A **MOTION** was made to declare as surplus the Port's John Deere utility tractor based at Boyer Park and authorizing its trade-in or sale. It was also moved to purchase new "grass friendly" tires for the Kubota tractor which will be relocated from Wilma to Boyer. The motion carried.

**PACIFIC NORTHWEST WATERWAYS ASSOCIATION MID-YEAR MEETING:** It was noted that the Pacific Northwest Waterways Association mid-year meeting was scheduled for June 28-July 1, 2009, at Campbell's Lake Resort at Lake Chelan. All Commissioners and the Properties and Development Manager are scheduled to attend.

**WASHINGTON PUBLIC PORTS ASSOCIATION MID-YEAR MEETING:** It was reported that the Washington Public Ports Association mid-year meeting would be held in Pasco May 13-14, 2009. Commissioners Boone and Love plan to attend. Also planning to attend are the Properties and Development Manager and Mr. Watters.

**INLAND NORTHWEST PARTNERS MEETING:** It was noted that the Inland Northwest Partners meeting was scheduled for June 11, 2009. Commissioners Boone and Love will attend if their schedules allow. Mr. Watters plans to attend.

**WASHINGTON STATE WHEAT GROWERS ASSOCIATION - REGIONAL TOUR:** It was reported that the Washington State Wheat Growers Association was conducting a regional tour on June 24 and 25, 2009. Commissioner Love will attend if his schedule allows.

**EXECUTIVE SESSION:** At 12:55 p.m., the President called for an executive session to discuss property negotiation matters, with the regular meeting to reconvene at 1:20 p.m.

**REGULAR MEETING RECONVENED:** At 1:20 p.m., the regular meeting of the Port of Whitman County of May 7, 2009, was reconvened at Boyer Park and Marina following executive session. Present were all Commissioners, the Executive Director, the Properties and Development Manager, the Port Attorney, and Dick Waters.

**BOYER PARK - REPORT BY DAVE PETERSON:** Port Concessionaire Dave Peterson joined the meeting. Mr. Peterson reported on the plans for the upcoming season at the park. He indicated that nearly all weekends were booked through the season. The Commissioners complimented Mr. Peterson on the facilities.

**MEETING ADJOURNED:** At 1:40 p.m., there being no further business to come before the meeting, the meeting was adjourned.

PORT OF WHITMAN COUNTY COMMISSION

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JOHN E. LOVE, President

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ROBERT F. GRONHOLZ, Vice President

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DANIEL W. BOONE, Secretary