

Minutes of the regular meeting of the Port of Whitman County of June 5, 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.

APPROVAL OF MINUTES: A **MOTION** was made to approve the Minutes of the meeting of May 22, 2008, as mailed and entered in the minute book. The motion carried.

APPROVAL OF CLAIMS: The Commissioners considered the claims. Commissioner Love inquired as to Claim No. 18167 for computer upgrades. The Executive Director indicated the majority of the charges were for upgrades to his computer. He indicated that the changes were presenting a bit of a learning curve.

A **MOTION** was made to approve Claim Nos. 18135 through 18171 totaling \$50,058.56 and electronic funds transfer for payroll taxes of \$6,799.38. The motion carried.

DELINQUENT ACCOUNTS: The Commissioners and the Executive Director reviewed the delinquent accounts. It was reported that Clearwater Disposal pays its rent on an annual basis, whereby for part of the year the monthly amount is paid in advance and for the balance of the year the amount is in arrears.

At 10:05 a.m., the Port Maintenance Supervisor joined the meeting.

LOSONOCO: The Executive Director reported that Losonoco continues to report activity on the assignment of its lease at Wilma and has asked for a 30-day extension on the default notice. A **MOTION** was made to extend Losonoco's compliance date to July 8, 2008. The motion carried.

Joe Smillie joined the meeting at 10:10 a.m.

REPORT BY MAINTENANCE SUPERVISOR: The Maintenance Supervisor reported on activities as follows: at POWBAC all recent building construction has been completed, except for electrical work. Small works roster proposals have gone out for the electrical service work. Waterline and sewer line hook-ups are being completed to all buildings in the park, including the "grandfathered" buildings previously connected to septic systems. Seal-coating of the road through POWBAC is scheduled for June 11, 2008. Later this summer the seal-coated surface

will be top-dressed with gravel. All tenants and occupants at POWBAC have been contacted. It was also noted that the airport road is scheduled to be widened in 2011. Construction on the new T-hangar building is scheduled to begin this month.

At 10:35 a.m., the Maintenance Supervisor left the meeting.

RESOLUTION NO. 08-08: A **MOTION** was made to pass Resolution No. 08-08 declaring surplus to the Port needs an obsolete office computer. The motion carried.

PCC RAIL OVERSIGHT BOARD MEETING: The Executive Director reported on the PCC Rail Oversight Board meeting held in Spokane, Washington, on May 28, 2008. Representatives of all four railroad operators were present at the meeting. There was an exchange of views between the Board and the operators.

CLARKSTON FIRE SERVICE: The Properties and Development Manager reported that the Clarkston City Council has rejected the Port's counterproposal on the proposed rent increase for the Clarkston fire service. A **MOTION** was made to authorize payment of \$5,000 to the Clarkston Fire Department for 2007 service. The motion carried. The Port will contact the tenants at Wilma regarding the proposed increase for future years.

LONGVIEW FIBER: The Executive Director reported that he has been in contact with Longview Fiber officials. The company is working on documentation to terminate its lease of Sites D, E, and part of F at Wilma.

ADO DUTIES: The Executive Director recommended that the Port consider providing information on community events, activities, and points of interest to regional publications that are circulated for free in the region. He suggested this could be part of the Port's community development effort as ADO. No formal action was taken, but the Commissioners indicated they approved the idea.

PNWA MID-YEAR MEETING: It was noted that the PNWA mid-year meeting was scheduled for June 18-20, 2008, in Otter Rock, Oregon, and that the regular Port meeting of June 17, 2008, has been rescheduled to 10:00 a.m. on Tuesday, June 24, 2008.

WPPA COMMISSIONERS' SEMINAR: It was noted that the Washington Public Ports Association Commissioners' seminar was scheduled for July 20-22, 2008, at Semiahmoo, Washington.

TAMMY LEWIS - EXIT INTERVIEW: The Executive Director reported on the exit interview with Tammy Lewis, who has served as ADO Consultant to the Port, under the auspices of the Palouse Economic Development Council. (Ms. Lewis has taken a position with the Pullman Chamber of Commerce.)

ADO SERVICES: The Executive Director indicated that Kara Riebold, who has been hired to work part-time this summer on the Green Grid project, will have her work schedule and duties expanded to work on ADO matters as well. On June 12, 2008, the Executive Director will be meeting with Kathy Parker, PEDC Director, on a long-term strategy for ADO services.

MEETING ADJOURNED: There being no further business to come before the meeting, the meeting adjourned at 11:45 a.m.

PORT OF WHITMAN COUNTY COMMISSION

DANIEL W. BOONE, President

JOHN E. LOVE, Vice President

ROBERT F. GRONHOLZ, Secretary