

Minutes of the regular meeting of the Port of Whitman County of June 18, 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 Will Ferguson from the Port Attorney's office. Joe Smillie of the Whitman County Gazette joined the meeting at 10:05 a.m.

APPROVAL OF MINUTES: A **MOTION** was made to approve the Minutes of the regular meeting of May 21, 2009, as mailed and entered in the minute book. The motion carried.

APPROVAL OF CLAIMS: The Commissioners considered the claims. Commissioner Gronholz inquired as to Claim No. 18994. The Executive Director explained that the claim was for installing telephones inside the elevators at the Henley Court Building so that anyone trapped could call out.

A **MOTION** was made to approve Claim Nos. 18974 through 19002 totaling \$55,740.82. The motion carried.

UPCOMING IPZ AND ADO INVOICES: It was announced that the cutoff for spending current grant funds on the ADO program and the IPZ grant was June 30, 2009. Port staff requested the Commission give the Executive Director the latitude to approve invoices for payment that may arrive between the dates of June 18 and June 30, 2009. Said payments would be reflected on the July 2, 2009, warrant sheet. A motion was made to approve Executive Director discretion for payment of the potential incoming IPZ and ADO invoices. The motion carried.

POWBAC OPERATIONS AND MAINTENANCE AGREEMENT: A **MOTION** was made to approve the POWBAC Operations and Maintenance Agreement. The motion carried.

POWBAC 'AIRPORT SITE LEASE': The Properties and Development Manager and the Executive Director presented a lease for a hangar site at POWBAC with Mike Ensley. Mr. Ensley plans to build a private hangar on the site. A **MOTION** was made to approve the Lease. The motion carried.

INLAND NORTHWEST PARTNERS: Commissioner Love and Dick Watters attended the Inland Northwest Partners meeting on Tuesday, June 9, 2009. The meeting was well attended and covered economic development tools and methodologies utilizing blogs, twitter, facebook, and other online resources.

BOYER PARK AND MARINA: The Properties and Development Manager attended the annual U.S. Army Corps of Engineers walk-through and inspection of Boyer Park on Tuesday, June 9, 2009. Also in attendance were a Corps Park Ranger, Corps Real Estate Manager, and Environmental Consultant. The Corps official raised a concern regarding long-term stays at the park, in particular at the RV overflow area. The Corps expressed a concern over whether the stays complied with current District long-term stay policies. The Corps will send an official letter to the Port and the Boyer Concessionaire regarding this issue. There were a few other minor concerns, but those will be addressed before the next walk-through.

PROMOTIONAL HOSTING: The Port Attorney and the Properties and Development Manager have looked at several policies on promotional hosting from different ports across the state. The Properties and Development Manager, the Executive Director, and the Port Attorney will meet to review the policy options and make a recommendation to the Commissioners.

IPZ GRANT UPDATE: The Executive Director had discussed the monetary portion of the IPZ Grant update earlier in the meeting. The solar panels and all other remaining project elements will be finished in the next couple of weeks.

MERRY CELLARS: There will be a bid opening at 2 p.m. today, June 18, 2009, for the Merry Cellars improvement project at the Henley Court Building.

PORT OF WILMA - RAIL SPUR PROJECT: The Properties and Development Manager met with H&H Engineering and Construction and Clearwater MOW at the Port of Wilma on June 17, 2009. H&H will construct and Clearwater MOW will provide quality control services for the Wilma rail spur project. The project will commence on June 30, 2009, and take approximately four days to complete. The Properties and Development Manager reported that arrangements have been made to minimize disruption to grain deliveries into the Port while the work is in progress.

PORT PARKING SHELTER: On Monday, June 15, 2009, the Properties and Development Manager attended the Whitman County Commissioners' meeting. The County Commissioners signed a resolution and long-term lease with the Port for a parcel of county property located adjacent to the Port office to be used for the construction of the new Port parking shelter.

PORT OFFICE CLOSURE: The Port office was closed on Friday, June 12, 2009, for approximately five hours, during what would otherwise have been regular office hours. Commissioner Gronholz voiced concern over who had authority to close the office. The Executive Director reported that he made the decision to close the office due to personnel being out of the area. The Port Administrative Assistant did report to Commissioner Gronholz about the planned closure prior to the closure but was unable to reach the other two Commissioners.

The Commissioners discussed the desirability of having a formal policy on the office hours. Commissioner Gronholz recommended that the office should follow posted hours unless an emergency occurs and offered to work on a policy. Commissioner Boone agreed there should at least be a statement of policy. Commissioner Love questioned the need for a specific policy but suggested that the Port Attorney and the Executive Director work on a proposal. Commissioner Boone agreed. No formal vote was taken.

RAILROAD MEETING: On July 14, 2009, at 10:00 a.m., the Executive Director will attend the four-county railroad group meeting in Davenport, Washington, to discuss future maintenance and projects on the local short lines.

ADO COMMITTEE: The ADO Committee was briefly discussed, along with the SEWEDA Executive Director search and a discussion of future funding for the statewide ADO Program.

TELECOM STUDY: The telecom study was brought up, whereupon the Executive Director distributed drafts of the study to the Commission for review.

EXECUTIVE SESSION: At 11:15 a.m., an executive session was called to discuss marketing strategy, with the regular meeting to reconvene at 11:35 a.m.

REGULAR MEETING RECONVENED: At 11:35 a.m., following the executive session, the regular meeting of the Port of Whitman County of June 18, 2009, was reconvened. Present were the Commissioners, Executive Director, Properties and Development Manager, and Attorney Will Ferguson.

IPNG AND HYDRO POWER: The Executive Director discussed IPNG and hydro power. An email was sent to the Commissioners by the Executive Director. The Commissioners discussed IPNG and the hydro power issue.

PRESENTATION BY MARK MCLEES: At 11:47 a.m., Mark McLees from NAI Black joined the meeting to discuss the sales approach for the Henley Court Building. McLees offered three possible avenues of approach:

1. Sell to a passive investor and lease back;
2. Keep the building and fill with tenants; or
3. Outright sale.

Mr. McLees also discussed with the Commissioners the ability of NAI Black to manage the property as an ongoing Port investment (called the "Investment Money" option).

The Commissioners discussed these approaches. The Executive Director will discuss further with McLees and report further to the Commissioners.

MEETING ADJOURNED: At 12:53 p.m., there being no further business to come before the meeting, the meeting was adjourned.

PORT OF WHITMAN COUNTY COMMISSION

JOHN E. LOVE, President

ROBERT F. GRONHOLZ, Vice President

DANIEL W. BOONE, Secretary