

Minutes of the regular meeting of the Port of Whitman County of July 2, 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, and the Port Attorney.

APPROVAL OF MINUTES: A **MOTION** was made to approve the Minutes of the regular meeting of June 18, 2009, as mailed and entered in the minute book. The motion carried.

APPROVAL OF CLAIMS: A **MOTION** was made to approve Claim Nos. 19003 through 19041 totaling \$140,302.34 and electronic funds transfer for payroll taxes of \$6,078.48. The motion carried.

REVIEW OF ACCOUNTS RECEIVABLE: The Executive Director and the Commissioners reviewed the accounts receivable.

PACIFIC NORTHWEST WATERWAYS ASSOCIATION MID-YEAR MEETING: Commissioner Gronholz reported on the Pacific Northwest Waterways Association (PNWA) mid-year meeting in Chelan, Washington, from June 29-July 1, 2009. He reported that the highlight of the meeting was the presentation regarding the Franklin County Conservation District's outreach to the public schools on agriculture, salmon, and water issues. Commissioner Boone stated that he was also impressed with the report on the conservation district's program.

Dick Watters joined the meeting at 10:25 a.m.

INLAND PORTS AND NAVIGATION GROUP: The Commissioners and the Executive Director discussed the Inland Ports and Navigation Group activities. It was noted that the Ports of Umatilla, Pasco, Benton, and Kennewick have dropped or reduced their financial support of the group.

BOYER PARK - CAMPGROUNDS AND MOTEL BOOKED: The Executive Director reported that the Boyer concessionaire has reported that the campgrounds and motel at Boyer are booked in full through the month of September.

IPZ GRANT: The Executive Director reported that he and the Port Internal Auditor/Accountant were working on wrapping up final proposed expenditures for the remaining IPZ grant funds.

PORT OFFICE HOURS: The Commissioners and the Executive Director discussed further the "office hours" issue. Commissioner Gronholz stated that he believed setting the office hours was something that should be done by the Commission and not delegated to the Executive Director. Commissioner Love stated that his interpretation of the Manager's authority was that setting office hours had been delegated to the Executive Director and he was

satisfied with this arrangement. Commissioner Boone said he believed that the Executive Director should have the latitude to set the office hours. The Port Attorney said that setting the office hours was something within the legal authority of the Port Commission, but it was his interpretation of the current Manager's authority that the responsibility had been delegated to the Executive Director. He also noted that the Commission could amend the Manager's authority. The Executive Director said that even in matters where he has discretion, it was his goal to make decisions that meet with the approval of the Commissioners and, in that light, Commissioner Gronholz's concern regarding the recent office closure was duly noted.

HENLEY COURT BUILDING - COMPUTER: The Executive Director reported that he was looking into opportunities for expanded use of the Henley Court Building computer. He noted that Washington State University and Pacific Northwest Labs are not using the computer at the level originally planned.

HENLEY COURT BUILDING - IMPROVEMENTS FOR MERRY CELLARS: The Executive Director reported that the Port improvements to the Henley Court Building for Port tenant Merry Cellars is scheduled to start on Monday, July 6, 2009. The project should take six to eight weeks to complete.

WILMA - RAIL SPUR PROJECT: The Executive Director reported that the Wilma rail spur project is underway and should be completed by July 10, 2009.

ADO ACTIVITIES: Dick Watters reported on ADO activities, including the following:

- (1) He attended the WEDA conference in Chelan.
- (2) He, along with Commissioner Love, attended the Inland Northwest Partners meeting in Clarkston. The primary topic of discussion at the meeting was the use of the Internet.
- (3) He attended the Palouse Scenic Byways dinner.
- (4) He reported that the SEWEDA Board is proceeding with the selection of a new executive director. Three finalists have been scheduled for interviews commencing on Wednesday, July 8, 2009.

REGULAR MEETING RECESSED: At 12:10 p.m., the Port President recessed the meeting for lunch, with the regular meeting to reconvene at 12:40 p.m.

REGULAR MEETING RECONVENED: At 12:40 p.m., the regular meeting of the Port of Whitman County of July 2, 2009, was reconvened in the Port office in Colfax, Washington. Present were all Commissioners, the Executive Director, the Port Attorney, and Dick Watters.

HENLEY COURT BUILDING - SALE AND LEASE ACTIVITIES: The Executive Director reported he is continuing to work with Mark McLees of NIA Black on the Henley Court Building sale and lease activities.

PALOUSE RIVER AND COULEE CITY RAIL LINE: The Executive Director reported on the activities of the Oversight Board for the Palouse River and Coulee City (PRCC) rail line. The Oversight Board is comprised of representatives from Grant County, Lincoln County, Spokane County, and the Port. The line is owned by the State of Washington and operated by independent railroad companies. Recently approximately \$27 million in state-funded projects have been completed. Additional work is needed but little, if any, funding appears to be available. Commissioner Ted Hopkins of Lincoln County has been the chairman for the past two years. The Executive Director reported that Mr. Hopkins has indicated he is interested in passing the chairman's responsibility on to one of the other members. The Commissioners and the Executive Director discussed the matter. It was agreed that Commissioner Gronholz and the Executive Director will explore the possibility of the Port assuming a larger role in the Oversight Board's activities.

MEETING ADJOURNED: At 2:00 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