

Minutes of the regular meeting of the Port of Whitman County of July 16, 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, the Port Attorney, and Joe Smillie of the Whitman County Gazette.

APPROVAL OF MINUTES: A **MOTION** was made to approve the Minutes of the regular meeting of July 2, 2009, 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. 19048. The Executive Director reported that the claim was for the purchase of tires for the Kabota wheel tractor. Commissioner Gronholz inquired as to Claim No. 19063. The Executive Director reported that the claim was for the registration fee for Dick Watters for a multi-day economic development seminar. He noted that the funds for the seminar were included in the ADO budget. Commissioner Gronholz inquired as to Claim No. 19067. The Executive Director explained that the claim was for fees for the inspection for the rail spur project at Wilma. A **MOTION** was made to approve Claim Nos. 19042 through 19071 totaling \$44,111.34. The motion carried.

FIBER OPTIC LINE - NOANET: A **MOTION** was made to execute an Irrevocable Right of Use Agreement with NoaNet for the fiber optic line running from the Pioneer Center in Pullman to the Sloan Hall on the Washington State University campus. The motion carried.

LOSONOCO - WRITE OFF ACCOUNT RECEIVABLE: A **MOTION** was made to write off the account receivable with Losonoco in the sum of \$13,297.40. The motion carried.

WHITMAN COUNTY EXTENSION OFFICE ADVISORY BOARD

MEETING: Commissioner Boone reported on attending the Whitman County Extension Office Advisory Board meeting of July 6, 2009. The Extension Office is experiencing budget reductions and is working on ways to reduce costs. It was reported that the Extension Office will no longer fund the "master gardener" program, although the program will most likely continue in some fashion through the service of volunteers. Many of the Extension Office programs are also being reviewed for possible consolidation and combination of services.

WIND GENERATION PROJECT: Commissioner Love reported that on a recent trip into Canada he had an opportunity to view the large wind generation project in the vicinity of the "Old Man River Dam."

BOYER - RV EXPANSION PROJECT: The Properties and Development Manager reported that an environmental checklist had been completed and provided to the Army Corps of Engineers with regard to the proposed RV expansion project at Boyer. The Corps is requiring an archeological study of the site and an economic feasibility study of the project. It is anticipated that the Port staff will complete the economic feasibility study after obtaining clarification from the Corps as to what information needs to be included in the study.

BOYER - LONG-TERM CAMPING: The Properties and Development Manager reported that the Boyer Concessionaire has been provided a copy of the Corps' criteria for "long-term" camping. The criteria is specific to campsites that are used for longer than 14 days. It is anticipated that the Concessionaire will apply to participate in the Corps' long-term camping program. The Port has offered its assistance to the Concessionaire in processing the application.

HENLEY COURT BUILDING - IPZ PROJECT: The Executive Director reported that the IPZ project improvements to the Henley Court facility were nearing completion, including the installation of solar panels, the "charging" kiosk, cooling ponds, and wind turbines. He reported that Pacific Northwest National Labs has indicated an interest in locating two "portable super computers" for testing at the facility. It is anticipated the testing project would take five to six months.

The Executive Director reported further that the specifications have been revised for the electrical work for the solar panels and a request for proposal will be sent out for bid shortly.

HENLEY COURT BUILDING - MERRY CELLARS: The Executive Director reported that KACI Construction of Pullman, Washington, has been awarded a small works roster bid for the lower floor of the Henley Court Building for improvements for tenant Merry Cellars. The contract is in the approximate amount of \$146,600. The improvement project is scheduled to be completed within 90 days.

NUCHEM - WATER SERVICE: The Executive Director reported that the Port will be investigating the possibility of extending water service to NuChem at Central Ferry. A request for proposal for analysis of the existing well capacity has been issued. Responses are due on July 20, 2009.

FIBER OPTIC NETWORK PROJECT - CONSULTING CONTRACTS: The Executive Director presented two fiber optic network consulting contracts, one with CFO Outsourcing LLC for an amount not to exceed \$44,500, and one with Rostie Consulting for an amount not to exceed \$7,125. A **MOTION** was made to authorize the Executive Director to proceed with consulting contracts on the fiber optic network project in a total amount not to exceed \$52,000. The motion carried.

PCC RAILROAD AUTHORITY BOARD MEETING RESCHEDULED: The Executive Director reported that the PCC Railroad Authority Board meeting scheduled for July 14, 2009, was rescheduled to August 19, 2009, at 10:00 a.m. in Davenport. He reported that on August 4, 2009, he plans to attend a meeting of railroad "stakeholders" at the McGregor Company office near POWBAC. The meeting is scheduled to commence at 6:00 p.m.

The Commissioners and the Executive Director briefly discussed the greater role the Port is anticipating in the governance of the PCC Rail Authority.

ADO: The Properties and Development Manager reported on working with Dick Watters on the work plan and goal report for the activities of the ADO for the next biennium.

TWO-YEAR AUDIT SCHEDULED: The Executive Director reported that the state auditor has tentatively scheduled commencing the regular two-year audit for the District on July 22, 2009.

STRATEGIC PLANNING MEETING SCHEDULED: A **MOTION** was made to schedule the next strategic planning meeting of the Commission on August 24, 2009, at 9:00 a.m. at the Spokane Club in Spokane, Washington. The motion carried. It was noted that a one-day session should suffice.

PORT AND WHITMAN COUNTY COMMISSIONER JOINT MEETING SCHEDULED: It was noted that the next Port Commissioner and Whitman County Commissioner joint meeting is next scheduled for August 3, 2009, at 3:00 p.m. at the County Commissioners' office in Colfax.

EXECUTIVE SESSION: At 11:45 a.m., the Port President called for an executive session to discuss real estate pricing and marketing issues, with the regular meeting to reconvene at 12:15 p.m.

REGULAR MEETING RECONVENED: At 12:15 p.m., the public session of the regular meeting of the Port of Whitman County of July 16, 2009, was reconvened following executive session.

REGULAR MEETING RECESSED: The Port President called for a lunch recess, with the regular meeting to reconvene at 1:00 p.m.

REGULAR MEETING RECONVENED: At 1:00 p.m., the regular meeting of the Port of Whitman County of July 16, 2009, was reconvened following lunch recess. Present were all Commissioners, the Executive Director, the Properties and Development Manager, and the Port Attorney.

MEETING ADJOURNED: At 1:00 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