



COMMISSIONERS' MEETING MINUTES

August 26, 2014 – 9:00 a.m.

Those present were:

Chairman, Commissioner Gary Weaver
Commissioner Terry Thompson
Executive Director Doyle Palmer
Admin Assistant Angela Davis

Guests: Stephen McFadden: Adams County Economic Development Council

Chairman G. Weaver called the meeting to order.

The agenda amended to add Othello Business Park. The amended agenda was approved by a motion from T. Thompson, seconded by G. Weaver. Regular meeting minutes from August 12, 2014 were approved in a motion by T. Thompson, seconded by G. Weaver. Vouchers were approved in a motion by T. Thompson, seconded by G. Weaver.

D. Palmer reported that Simplot is connecting with a 6" line for their water suppression system. Their contractor has been questioning the need for the backflow device which is required by the state health department, stating that they feel it is unfair, and blows his budget. D. Palmer let the Board they may be receiving a call from the construction manager to discuss the situation.

Back flow inspections were completed and two devices have failed, Easterday and Wolfkill. Both companies will need to fix at their expense.

The railroad crossing is deteriorating quickly and the railroad will no longer allow the crossing to be used. Wolfkill will have to move the cars to their location on their own and will be liable if a car derails. It will take approximately six to eight weeks to fix. The railroad is now requiring the rest of the track to be fixed, not just the crossing. This is a private track, and the expense for the spur repairs would fall on Wolfkill. D. Palmer was able to talk with the businesses affected and they have all agreed to pay 1/5 of the cost to fix the crossing. Wolfkill wants the Port to take over the crossing and spur, however this is not an option as there is no future value to the Port. The Port does not own any land in that portion. The Port is also not able to pay to fix it as the only future benefit is for one private business, and public funds cannot be gifted. D. Palmer, Stephen McFadden with Adams County Development Council and Pat Boss with CWRR have also been assisting in this situation. D. Palmer recommended Wolfkill talk with Angel Garza about the possibility of using his landing to off load, however Wolfkill does not want to pay what Garza is asking. There was also discussion of us financing with interest in order to get the project going. T. Thompson made a motion that as a last resort, loan Wolfkill the money at 5% interest on a 2 year note. The motion was second by G. Weaver and approved.

The fly in for the Association of Washington Arial Applicators has been scheduled for Tuesday September 23rd. In the meeting on August 12, it was discussed the Commissioners have their pictures taken at the Airport in order to promote the new runway. It was decided that the pictures would be done the day of the Fly In.

There has been a request for a building at the 615 Broadway location. The building would be for an athletic training center. The potential owner has the clientele already to support the endeavor. D. Palmer will contact the potential owner and invite to next meeting in order to further discuss the options.

JUB Engineers will be in the office on Thursday August 28th to discuss the feasibility study. They state the \$15/hour criteria can be met as a requirement for the CERB grant and they have a large industry possibly interested in the entire 42 acre parcel. T. Thompson will attend the meeting on the Commissioners behalf.

D. Palmer, A. Davis, G. Weaver and K. Schutte attended a public records/public meetings training on August 21st. One of the things discussed at the training was having minutes, etc. available on website for easy public records access. It was decided to add minutes effective this meeting, and post the agenda the day before the meetings on the website. A. Davis requested commissioner bios and photos as well and will update the website. Another point brought up at the training was records retention. The way the computer system is set up in the Port office right now, there is no way to auto forward emails, or easily archive emails/files, etc. A way to set it up would be to have a server in the office, and treat the two desktops as terminals for the server. A bid was acquired from Reliable Network Solutions in Moses Lake. T. Thompson made a motion to purchase this server, G. Weaver second the motion and it was approved. A. Davis will contact RNS and get the server ordered.

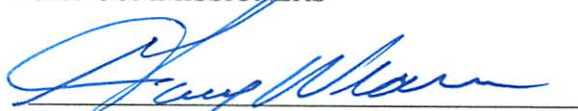
D. Palmer would like to work on Policies and Procedures based on information we received at the training as well. The policies would be regarding public and special meetings, posting of meeting notifications and policy on public records requests/cost of copies. The Board agreed this was a good idea and D. Palmer will begin work on the policies.

A representative from Enduris Insurance came in last week to meet with D. Palmer. Enduris is a membership based insurance and they insure 80% of the Ports in Washington State. The representative stated that we do not need a local agent, that we can do everything with them directly. They do not cover airports, however they have a company that can do a rider to the policy for this. D. Palmer estimates it is about a \$2000/yr savings. The discussion as to whether the Port should stay with an local agent was tabled to next meeting.

D. Palmer presented an idea to the Board regarding the Othello Business Park. The purpose is to help stimulate the economy. The idea is to put an 8 field soccer complex on the far west portion of the property. It would include a 50' x 50' bathroom/concession building, a park setting with picnic shelters/tables an area large enough to park over 750 cars. Next to the soccer complex could be an RV park for overnight camping. By developing these two areas the hope it would increase the value of the land and encourage retail businesses, possibly a hotel and a couple restaurants in the area. The Board approved D. Palmer to begin working on a feasibility study into the soccer complex and further development of the area. S. McFadden added that ACDC could partner to help secure grants for the development if a 501(c)(3) is required.

There being no further business, it was moved by T. Thompson and seconded by K. Schutte that the meeting be adjourned.

PORT COMMISSIONERS



Gary Weaver



Kenny Schutte



Terry Thompson



Attest: Angela Davis, Clerk