



## COMMISSIONERS' MEETING MINUTES

September 8, 2014 – 9:00 a.m.

Those present were:

Chairman, Commissioner Gary Weaver  
Commissioner Kenny Schutte  
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 approved by a motion from T. Thompson, seconded by K. Schutte. Regular meeting minutes from August 26, 2014 were approved in a motion by K. Schutte, seconded by T. Thompson. Vouchers were approved in a motion by K. Schutte, seconded by T. Thompson.

D. Palmer reported that the work for the repairs to the railroad crossing and spur to Wolfkill has been ordered and work should begin in four to five weeks. The work will be completed as one project however will be billed in two portions, the crossing itself will be one bill split five ways, and the other portion will go directly to Wolfkill.

Simplot Growers Solutions will be adding a six inch line to our system for the sprinkler system in their new warehouse. Because Port of Othello requires a meter and backflow device it has caused contention with Fire Control, the contractor putting it in. He has contacted the Fire Marshall and was told they need to abide by the contract. Fire Control is requesting a bye on the contract. The line would also supply water for the restrooms, so there would be monthly water usage. It was discussed by the Board, and was decided to abide by the contact, as it is the policy of the Port of Othello to have a backflow device and meter on the line in order to protect the integrity of the well.

D. Palmer let the Board know the electrical panel for well #3 is still not back from LAD. Additionally, he informed them the keys to the well house will no longer be kept out there as someone had tried to enter with the key and broke it off in the lock, yet did not let anyone know. From now on, if someone needs in there they will have to come to the office and get the keys.

The Washington Aerial Applicators Association will be having their Fly In event on September 23 from 10:00 am – Noon. Public is invited to attend. D. Palmer will have an add put in the Othello Outlook. The commissioners and staff will go to the airport after the Board meeting on the 23<sup>rd</sup> for pictures to have their pictures taken, and see the event.

D. Palmer explained to the Board the concept of an Incubator Building. The purpose is to help a business get off the ground, not for the Port to make money on. The Port would lease out the space from one to eight years and at the end of the term, the business should be ready to move on so another business can get started in the space. The lease would be an elevator type lease, where it starts out with a low rent and the increases overtime. The dimensions of the lot are 127' x 257'. K. Schutte discussed being sure to build to maximizing the space of the lot. Additionally, it should be able to be reconfigured at a later date to accommodate different tenants. The Board asked D. Palmer to start getting feelers out for construction of a 100' x 100' building. D. Palmer will contact the

city and begin gathering information on beginning the building process. In the meantime, it has been requested by the Board that D. Palmer invite the potential tenant to one of the meetings with his business plan.

JUB was here on August 28 to discuss the feasibility study. They presented several options. They have spoken to at least five businesses that would be interested in at least 10 acres, with one industry interested in the complete area. That business would bring approximately 150-165 jobs to the area, and the Port would be able to sell a large amount of water to them. Natural Gas or Propane could both be supplied to the area. Natural Gas has stated that if there is a large user, they could be accommodated. There is also plenty of power according to Avista. The Port should qualify for a CERB grant for infrastructure if improvements need to be done.

D. Palmer presented the idea of a soccer complex/RV park to the Board of Commissioners. There was discussion regarding the stages of development and the drain fields. Additionally, he has spoken with the head of one of the soccer associations who stated they could have at least 20 tournaments there a year. T. Thompson motioned that a full scale study be done to put the soccer complex and RV Park in, it was second by K. Schutte and approved. Additionally, it was stated the Port would pay for this instead of waiting the length of time and feasibility study that would be required to do certain grants. The gentleman from the soccer association has stated he can get a large majority of the work done build the fields donated by various businesses in the community. D. Palmer with talk to him again about getting those commitments in writing.

D. Palmer presented an administrative policy regarding public meeting requirements. K. Schutte motioned to approve the policy as written, it was second by T. Thompson and approved.

T. Thompson motioned to approve the Sierra Electric Notice of Acceptance as work completed. It was second by K. Schutte and approved.

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

PORT COMMISSIONERS

  
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Gary Weaver

  
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Kenny Schutte

  
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Terry Thompson



Attest: Angela Davis, Clerk