

**MINUTES  
PORT OF PEND OREILLE  
BOARD OF COMMISSIONERS MEETING  
March 9, 2010**

Chairman Harkness called the regular meeting of the Port of Pend Oreille Board of Commissioners to order at 9:00 a.m. in the Port office located at 1981 Black Road, Usk, Washington. In attendance: Chairman Harkness, Vice Chairman Shanklin, Secretary Kiss and Port staff. Also attending, Jamie Wyrobek from the EDC.

For purposes of clarification, the minutes are presented as listed on the agenda, not necessarily in the order they were discussed.

**MINUTES:**

Commissioner Shanklin moved to approve the minutes of February 9, 2010 as presented. Motion seconded by Commissioner Kiss, so ordered by Chairman Harkness.

**COMMENTS:**

None at this time.

**GUEST: JAMIE WYROBEK:**

Jamie updated the Commissioners and staff on EDC operations and current goals. She explained that the funding for her position is through Pend Oreille County ADO funds and a portion of the .09 sales tax money. There was discussion on the partnership between the Port of the EDC.

Commissioner Kiss moved to authorize funds of \$500 per month, to be billed quarterly and dating back to January 1, 2010 to be paid to the EDC. Motion seconded by Commissioner Shanklin, so ordered by Chairman Harkness. The Board also encouraged Jamie to keep in contact with the Port regarding potential projects and, depending on revenues, the Port may be able to assist with other ventures.

The Board then discussed the Port District's membership with TEDD. Based on this discussion Commissioner Kiss moved to authorize the 2010 membership in the amount of \$500. Motion seconded by Commissioner Shanklin, so ordered by Chairman Harkness.

**OLD BUSINESS:**

**1. REMOVAL OF BUILDING:**

**A. DISCUSSION:** Kelly informed the Board that an advertisement for bids on the removal of the former Standard Oil building has been made. There will be a walk-through opportunity from 10:00 a.m. to 12:00 noon on Wednesday, March 10<sup>th</sup>. Bids are to be submitted to the Port by April 1<sup>st</sup>.

Based on discussion contractors will be asked to remove the entire building but not the concrete footings or foundations. Port employees will complete this portion of the work. POVA employees will also complete any grading and backfill necessary.

**2. TOWN OF METALINE FALLS LAND LEASE:**

**A. DISCUSSION:** Kelly presented the signed agreement for the Old Depot and park area at Metaline Falls for Board consideration.

**B. ACTION:** Commissioner Shanklin moved to authorize the land lease. Motion seconded by Commissioner Kiss, so ordered by Chairman Harkness.

### 3. OTHER OLD BUSINESS:

A. AT&T CELL TOWER: Kelly had not heard from AT&T regarding their decision as of this morning.

B. LIONS CLUB BILLING: Commissioner Shanklin asked if the Lions Club had been billed for materials purchased in 2009 for the Tacoma Creek Bridge. A copy of the billing was provided to Commissioner Shanklin; the bill had been paid in full.

### NEW BUSINESS:

#### 1. OTHER NEW BUSINESS:

##### A. TRAIN RIDES:

1. DISCUSSION: Commissioner Shanklin discussed the potential of an additional one or two special Lions Club rides in July.

### STAFF REPORTS:

#### 1. ROADMASTER:

- Some of the area in the Newport yard has been cleaned up. Crews removed old logs and graded some of the land away from the cleanup sites.
- There has been a rock slide near the Outpost. He will use the crane to remove the rock which will have to be split into smaller pieces to even use the crane. Due to the slide the track is out of alignment and appears to have bent rail.
- Crews have been cleaning ditches between Newport and Usk.
- Some approaches have been worked to allow for more visibility.
- He inspected the track to Metaline Falls. Other than removing fallen trees everything looked good.
- Brush cutter is continuing to operate when there is time.
- Weed spraying will occur in May.

#### 2. MANAGER:

- The Small Works Roster has been updated.
- In the process of reviewing medical insurance options.
- Submitted a grant application for passive public crossing upgrades which includes new posts, crossbucks and yield signs. The maximum award per crossing is \$250 the Port would be responsible for any labor costs and any material costs above the \$250 per crossing. This is a front funded project so once completed the Port would submit for reimbursement.
- Continuing to work on USDOT crossing numbers. Upgrades, including signage, must be made by October 16<sup>th</sup>.

3. FINANCIAL OFFICER: Susan presented the financial information for the month of February 2010 as well as storage car revenue information.

#### 4. CHIEF MECHANICAL OFFICER:

- Big job about ready to bill.
- Bid on derailed cars on the Eastern Gateway.
- Painting a switcher.

### RECORDS FOR APPROVAL:

A. TIME AND EXPENSE SHEETS: Approved as submitted.

B. WARRANTS: 33124-33224 totaling \$142,249.24 approved as submitted.

### REVIEW OF QUALIFICATIONS: INDUSTRIAL PARK CLEANUP PROPOSALS

The Port received bids from five (5) companies for the cleanup of the Industrial Park site. The proposals, in no particular order, are as follows:

- ERI in the amount of \$19,950
- URS – Option 1- \$33,279 and Option 2 - \$27,279
- Budinger - \$16,256
- Clean Harbor - \$25,125 plus tax (\$27,035)
- EnCo - \$29,867

The Board reviewed the proposals submitted. Based on the information presented the Board ranked the proposals as follows:

1. Budinger
2. ERI
3. URS Option 2 followed by Option 1
4. EnCo
5. Clean Harbor

Commissioner Kiss moved to award the cleanup to Budinger provided that mutually contract terms can be reached.

**EXECUTIVE SESSION:**

There was no executive session required.

**ADJOURN:** There being no further business Chairman Harkness adjourned the meeting at 12:35p.m.

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John W. Harkness III, Chairman

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Kelly J. Driver, Manager

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Date Approved