

**MINUTES
PORT OF PEND OREILLE
BOARD OF COMMISSIONERS MEETING
April 13, 2010**

Chairman Harkness called the regular meeting of the Port of Pend Oreille Board of Commissioners to order at 1:00 p.m. in the Port office located at 1981 Black Road, Usk, Washington. In attendance: Chairman Harkness, Vice Chairman Shanklin, Secretary Kiss and Port staff.

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

MINUTES:

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

COMMENTS:

None at this time.

STAFF APPRECIATION: The Commissioners recognized all employees for an accident free year in 2009 with gift certificates to various locations, t-shirts, and a plaque commemorating the accident free year. Lunch was provided. The Commissioners congratulated the employees on their safety efforts.

OLD BUSINESS:

1. REMOVAL OF BUILDING:

A. DISCUSSION: Kelly informed the Board that several bids were received however there are questions regarding the possibility of asbestos in the building as well as concerns that there could be oil contamination in the boards. Based on these concerns she suggested having an analysis completed to determine what course of action needs to be taken.

B. ACTION: Board instructed Kelly to follow through and develop a plan. Kelly will contact the companies that bid informing them of the delay and allow them to withdraw their bids if they choose. Bids will remain confidential until further notice.

2. INDUSTRIAL PARK CLEANUP:

A. DISCUSSION: Budinger is tentatively scheduled to start working on the cleanup of the four locations the week of April 19th. Kelly is still waiting on necessary paperwork from their subcontractor regarding prevailing wage and insurance information.

In discussing the cleanup with the EPA it was learned that the No Further Action (NFA) determination is not given by the EPA, it must be obtained by the State Department of Ecology. The Port can go through the DOE's Voluntary Cleanup Plan (VCP) to get this determination since this is not an official cleanup site. There will be costs involved and at any point the Port can stop participating in the VCP if the project becomes too extensive. Kelly will work with the State on the VCP once the TBA sites are cleaned up.

B. ACTION: No Board action necessary at this time.

3. OTHER OLD BUSINESS:

A. HAZARDOUS MITIGATION: Kelly reported the next Hazardous Mitigation meeting is April 21st at 1 p.m. in the Department of Emergency Management office. There is a second meeting that evening at 6:30 p.m. at the fire station at Tiger.

NEW BUSINESS:

1. OVERTIME FOR EMPLOYEES WORKING PROJECTS:

A. DISCUSSION: There was discussion on updating the personnel policy so it properly reflects the payment of overtime to employees working over eight hours in a day on contract projects where the overtime can be passed on to the customer.

B. ACTION: Kelly will work on wording to update the policy for the May board meeting.

2. MEDICAL INSURANCE:

A. DISCUSSION: Kelly reported on changes to employee medical insurance coverage. In an attempt to keep costs down for the Port while maintaining coverage levels some minor changes were made to the plan. An employee meeting was held earlier explaining the plan and the changes.

3. WPPA SPRING MEETING:

A. DISCUSSION: The WPPA Spring Meeting will be held May 12 and 13 in Lake Chelan. Board members discussed the agenda and determined that they will not be attending this meeting.

4. OTHER NEW BUSINESS:

A. TEDD RESPONSES: The Commissioners commented on the TEDD questionnaire. Kelly will forward these responses to Leslie.

B. LEADERS MEETING: The Board reported on today's Leader's Meeting at the Camas Wellness Center:

- Visitors were Jamie Wyrobek from the EDC and Greg Vaughn from Ponderay Newsprint.
- The County's Milfoil Harvester has enough money to operate this year but funding beyond this year has not been determined.
- Discussion regarding zebra muscles.
- The Department of Lands is looking at adding more land to the wilderness area in the northern end of the County.
- The Public Works Director for the County has been terminated. There is a temporary employee in this position until a new Public Works Director can be hired. The position currently pays \$84,000 to \$96,000 per year.
- EDC is hosting a Social at the Cutter Theatre on April 28th from 5 p.m. to 8 p.m.
- There will be a grant writing seminar on May 6th at 1 p.m. at the Newport Counseling Center.
- The PUD is installing new transmission lines running from the Coyote Trail Power Station to the South end of the County along Highway 2.
- Ponderay Newsprint received a power grant to allow upgrades which could save the company up to \$1 million per year in power costs.
- Next meeting is July 13th at the Wellness Center. There was discussion regarding the October meeting location being moved.

STAFF REPORTS:

1. ROADMASTER:

- The slide area near the Outpost has been cleaned up.
- Crews have cleaned ditches near Priest River.
- Crews are cleaning up the area at Dalkena. Items are being sorted and moved to Usk.
- Crews have been cutting brush as time allows and are on the last four miles toward Dover.

- He showed the consultants from Whisper Mountain the Blueslide Tunnel. They believe this is a good project for FEMA funding.
- Beavers are keeping the crews busy cleaning out culverts.
- The Backhoe Hyrail wheels are being rebuilt.

2. MANAGER:

- Reported on storage cars. Possibility of 98 more cars to be stored but the flip side also shows that up to 200 of the current on line cars may be moving out.
- WSDOT announced they will be taking applications for grant projects. Kelly and Cliff will be working on an application to send to the WSDOT by the August deadline.
- Company email addresses will be obtained for Commissioners for all official Port business.

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

4. CHIEF MECHANICAL OFFICER:

- POVA 8042's radiators have been repaired and it is back in service.
- POVA 1745- crews are rebuilding the compressor.
- He has obtained three more jobs through Western Rail.
- Crew members spent two days at Davenport working on equipment for them. They need to go back to do additional work.
- Western Rail will be scrapping a couple of locomotives. Scrapper will be on site soon.

RECORDS FOR APPROVAL:

A. TIME AND EXPENSE SHEETS: Approved as submitted.

B. WARRANTS: 33225-33331 totaling \$117,243.75 approved as submitted.

EXECUTIVE SESSION:

There was no executive session required.

ADJOURN: There being no further business Chairman Harkness adjourned the meeting at 3:05 p.m.

John W. Harkness III, Chairman

Kelly J. Driver, Manager

Date Approved