

MINUTES
PORT OF PEND OREILLE
BOARD OF COMMISSIONERS MEETING
November 10, 2009

Chairman Kiss 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 Kiss, Vice Chairman Harkness, Secretary Shanklin 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 Harkness moved to approve the minutes of October 13, 2009 as presented. Motion seconded by Commissioner Shanklin, so ordered by Chairman Kiss.

COMMENTS:

None at this time.

OLD BUSINESS:

1. LEADERS MEETING UPDATE:

A. DISCUSSION: The County, PUD and Port Commissioners all agreed for 2010 they will meet the first month of every quarter, the second Tuesday of the month beginning at 10 a.m. The next meeting, January 12th, will be held at Box Canyon Dam.

Cusick Mayor Bob Spencer presented information at the Leaders Meeting.

2. CROSSING SIGNAL GRANT:

A. DISCUSSION: Kelly reported that the grant has been approved as follows: Blueslide-\$10,615.75 Wolfred-\$10,458.07; Birdhouse-\$11,071.51; South lone-\$10,491.55 and North lone - \$9,812.23. The grants require that the Port pay the labor and front fund for materials. Once the job is complete then the Port can submit for reimbursement up to the amount shown for each crossing.

B. ACTION: Commissioner Shanklin moved to allow Kelly to sign the grant agreements with the State on the Port's behalf. Motion seconded by Commissioner Harkness, so ordered by Chairman Kiss.

3. RAILROAD LIABILITY INSURANCE RENEWAL:

A. DISCUSSION: Kelly reported she bound the insurance renewal for approximately \$3,500 less than last year's premium due to the competition.

4. OTHER OLD BUSINESS:

A. PROPERTY PURCHASE UPDATE:

1. DISCUSSION: Kelly reported banking issues should be resolved for the property owner by the middle of November and then the Port should be able to purchase the property soon after that.

NEW BUSINESS:

1. REVISED OPERATING EXPENSE FUND BUDGET – 2009 RESOLUTION 2009-01

A. DISCUSSION: Due to changes in revenues and expenses from the anticipated 2009 budget adopted in 2008 Kelly prepared a revised budget for the remainder of 2009. Changes were discussed.

B. ACTION: Commissioner Shanklin moved to accept Resolution 2009-01 and the revised 2009 Operating Expense Fund budget as presented. Motion seconded by Commissioner Harkness, so ordered by Chairman Kiss.

2. PERSONAL SERVICES CONTRACTING TRAINING:

A. DISCUSSION: Due to the information Kelly received at the WPPA Small Ports meeting and Personal Services Contracting Training in Leavenworth it was determined that the Commissioners and Cliff need to attend the training as well. The December 3rd training is to be held in Pasco, Kelly will enroll everyone.

3. RESOLUTION 2009-02 SURPLUS PROPERTY:

A. DISCUSSION: The annual resolution allowing staff to dispose of property with a value of \$10,000 or less was discussed.

B. ACTION: Commissioner Harkness moved to approve Resolution 2009-02; motion seconded by Commissioner Shanklin, so ordered by Chairman Kiss.

4. OTHER NEW BUSINESS:

None at this time.

STAFF REPORTS:

1. ROADMASTER: Cliff reported:

- Crews have been working on the Tacoma Creek Bridge. The Lions Club grant of \$5,000 is paying for the materials.
- An area of concern along the track near Priest River has developed. Crews are working in this area to stabilize the track.
- Getting ready for winter.

MANAGER: Kelly reported:

- Working with other insurance companies on quotes for auto and property coverage.
- Met with BNSF regarding future shipment possibilities from Ponderay Newsprint.
- Brett had a FRA Signal inspector for a week the first of November. Brett is working on corrections based on the report.
- She is working with the County to get a determination as to the status of the crossing at Perkins Road – some of the County records indicate private from east side of the railroad tracks while others indicate it is public. She will continue to follow up.
- Discussion on the WPPA Centennial publication. Based on the general consensus of the Board we will not participate in this publication.

3. FINANCIAL OFFICER: Susan presented the financial information for the month of October.

4. CHIEF MECHANICAL OFFICER: Brad reported:

- He has parked 8310 and 102 for the winter; they have been drained.
- Shop projects include: WRIX work including one switcher which just arrived and another on its way; 2 Deturbo jobs coming; wiring project; and Eastern Gateway work.
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RECORDS FOR APPROVAL:

A. TIME AND EXPENSE SHEETS: Approved as submitted.

B. WARRANTS: 32652-32758 totaling \$135,227.15 approved as submitted.

EXECUTIVE SESSION:

None held.

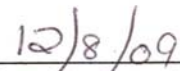
ADJOURN: There being no further business Chairman Kiss adjourned the meeting at 2:30 p.m



Stephen C. Kiss, Chairman



Kelly J. Driver, Manager



Date Approved