

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
February 9, 2011
Port of The Dalles Office

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 7:00 PM.

ROLL CALL

Present: Mike Courtney, Ken Farner, Bob McFadden, Kristi McCavic, Rod Runyon

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Angie Wilson, Bookkeeper; Bill Dick, Port Attorney

Guests: Kathy Ursprung, Mike Zingg

Pledge of Allegiance: Commissioner McCavic

AGENDA CORRECTIONS or ADDITIONS

None at this time.

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the February and March 2010 Calendars: SDAO Annual Conference 2/10-13/11, Andrea Klaas, Commissioner Runyon and Angie Wilson will be attending. Commissioner McFadden will do the KODL Coffee Break on 2/11/11. Department of State Lands will be here for a lunch meeting on 2/17. Next Port meeting is 3/9/11. The Community Outreach Team will be going to Washington DC 3/13-18/11.

VISITOR'S BUSINESS

P.E.P: Mike Zingg updated the Commission on the P.E.P. Activities. They are arranging for guest speakers to address the group on topics of interest. Dan Durow, The Dalles City Planning and Dana Peck, enXco (wind energy impact on the area) have made presentations to the group. Mike provided a handout of action items for the coming year. The P.E.P will be making a presentation at The Dalles City Council on 2/14/2011.

Home Shield: Mike Zingg reported that Home Shield has two people left in the building doing the closing process. He is actively looking to sell the building. Mike stated that he and Nolan Young participated in an exit interview type meeting with Scott Bennett of Home Shield to get a better understanding of the issues that lead to Home Shield closing. Scott's comments included the issue of failed drug tests, needing a higher level of education in the workforce; and lack of appropriate housing opportunities.

Discussion: Mike Zingg presented the topic of the ripple effect of family-wage jobs when the employee lives in the community as opposed to having the employee living outside the community for discussion.

MEETING MINUTES

Commissioner Farner asked that the motion to approve the December 20, 2011 meeting minutes at the January 12, 2011 meeting be amended to reflect that the 4-1 vote was 4-in favor with 1-abstainion. Commissioner Courtney asked for follow-up to his request that staff confirm that the security (FDIC) on Port funds was still in place after the changes that took place January 1, 2011. Andrea Klaas stated that she had confirmed this.

MOTION:

Commissioner McFadden made a motion to approve the minutes of the January 12, 2011 meeting as amended. Second by Commissioner McCavic. Motion passed unanimously.

FINANCIALS

Andrea Klaas and Angie Wilson reviewed the January, 2011 financials. Columbia State Bank annual percentage rate .50%. State Treasury rate .50%. Check #2206 to Farm Credit Services for \$4,500.00 was applied to personal service/professional consultant for the appraisal of the Cargill property. Mid-Columbia Producers reimbursed us \$2,250.00 that was also applied to personal services. Check #20699 to SDAO for \$10,067.00 was for liability insurance. General Fund – Prior year property tax collections are at \$9,423.00; budgeted \$10,000.00. General Fund – Insurance \$11,680.00; budgeted \$8,000.00. Further discussion on financials reporting format.

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas: LUDO Update – Updated the Commission on the public meeting about the Ordinance that was held on February 8, 2011. Andrea attended the meeting and submitted the questions the Commission had given her previously; Community Outreach Team - The COT will be going to Washington DC the week of March 13-18. Andrea stated the agenda will discussion of projects for funding, projects needing political support, projects in process and projects completed. Andrea will send a list of the specific projects to the Commission; Mayor's Summit – Commissioner McFadden and Andrea reported on the meeting. The business community was well represented. The discussion centered on problems and issues in the community; NORCOR – Andrea stated Jim Weed was expected to attend but had not been able to make it; Dept. of State Lands – Kirk Jarvie will be here for a meeting on February 17, 2011. Andrea will confirm the time. Kirk will make a presentation on DSL activity in the area then the meeting will open up to a question and answer session.
2. *Wetlands* – Andrea Klaas reported that the DSL team will be here on February 17, 2011 to do a wetlands survey. There are about 500 acres of potentially affected lands that Dan Durow and Andrea have identified for them to look at.
3. *Reimbursement Resolution* – Andrea Klaas reported that Bond Counsel recommended signing a Reimbursement Resolution to allow the Port to reimburse itself for hard costs if the Port receives any tax-exempt financing. Jim Shannon and Courtney Dausz of Mersereau Shannon LLP prepared the summary explanation and the resolution so it meets the necessary requirements. By consensus the Commission amended the Resolution presented to include the amount of \$30,000,000.00 in Section 4. Project Cost.

MOTION: Commissioner McFadden made a motion to approve and sign Reimbursement Resolution #2011-001. Second by Commissioner Runyon. Motion passed unanimously

4. *Cafeteria Plan Amendment Resolution* – Andrea Klaas outlined the Cafeteria Plan, the summary of changes to the program required by recent legislation and presented a resolution as requested by Professional Benefits Services for review and approval. Following discussion the Commission asked staff to redraft the resolution to better reflect the action needed. A revised resolution will be presented at the next Commission meeting.
5. *Marina Update* – Kathy Norton updated the Commission on activities and issues at the Marina. The Marina Committee continues to research ways to upgrade the utilities. Keef Morgan is in contact with a company who will be sending a representative to look at the Marina and give us a bid on having their marine engineer design a new electrical system for the Marina; The next Marina Committee meeting is February 15, 2011, noon at the Yacht Club; the west gate is not working again. Kathy met with Ernie from Ernie's Lock and Keys to discuss other options.

6. Reports of Committees:

a. *Urban Renewal*- Commissioner Farner: nothing to report at this time.

b. *Chamber of Commerce* – Commissioner McFadden: the Chamber is planning their annual Retreat. Commissioner McFadden won the Chamber's Citizen of the Year award.

c. *Wasco EDC* – Andrea Klaas reported the next meeting will be February 17, 2011 to review the needs and issues projects that have been submitted.

d. *MCEDD* – Commissioner Courtney reported that he has attended the Orientation meeting.

Break – 8:26PM

INTO EXECUTIVE SESSION 8:33PM

EXECUTIVE SESSION (as allowed by ORS 192.660 (2) (e) (f) (h)) this may include discussion of real property transactions and privileged legal communication.

Back to Regular Session 9:16PM

COMMISSION CALL

1. President: Happy Birthday Commissioner McFadden
2. Commissioners: Commissioner Farner asked that staff look at minutes of January 12, 2011 under Monthly Highlights – MIDCO, it statesThere has been a big increase in truck traffic to the elevators and is not expected to change; this should be changed to read ...not expected to change *until the dam opens*". Commissioner McCavic asked about office coverage on Fridays. Andrea stated Nora Donovan will be here 30 hours a week until June and we hope to hire a new RARE student.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 9:17PM.

PORT OF THE DALLES:

D.M. Courtney, President
Board of Commissioners

ATTEST:

Rod Runyon, Secretary
Board of Commissioners

DATE APPROVED: 3/9/2011

Prepared by: K.Norton