

## MINUTES OF PORT OF MATTAWA COMMISSIONERS MEETING

January 8, 2018

Commissioner Leland called the meeting to order at 12:05pm, at Mattawa Port Office.

Those present were Commissioners Leland, Wise, and Dayton. Also Director Lars Leland, Secretary Linda Watkins, Maria Leland, Mattawa Chief Harris, Junior and James Community Mentors, also Mendy and Andrew from Ecological Land Services. Chief Harris introduced Junior and James, they will be serving the Community as Mentors to young adults, with troubled lives injecting responsibility and Commitment into their lives. The City, School, church, and Port will all work together to make this Program a success. Also the Chief told Commissioners Vance Frost from the school is working with the City to market and rebrand the City of Mattawa, they would like the Ports participation. Darryl Percy is working on updating the Comprehensive Plan for the City of Mattawa, city council Meeting is the 3<sup>rd</sup> Thursday of each month at 5:30pm, and the Port is invited to attend.

Lars told Commissioner Maria Leland is volunteering to help at Port Office, with updating Files and office décor. Commissioners agreed it would be helpful to the Port

Commissioner Dayton asked Lars about SIP funding. Lars told him it is about building Business and creating jobs. Commissioner Wise told Lars to get MOU, memorandum of understanding When talking with clients, so you can follow thru with their ideas. Lars will talk with J&S and Milbrant concerning their speculations for the future of their business.

Commissioner Wise talked about giving Lars as raise, as he is now the Director. Commissioners agreed to \$3500.00 per month, with a review of his performance and salary in June.

Commissioner Wise made a motion to sign and approve December minutes. Motion seconded and passed. Commissioner Leland made a motion to nominate Commissioner Wise as chairman for 2018. Commissioner Dayton seconded, motion carried.

Commissioners and Lars read financial report, while Commissioners reviewed and approved Deposits for the month. Commissioner Dayton asked Lars to address anything out of the normal, and Commissioner Wise requested footnotes on items that needed explanation, which will help with year-end budget. Commissioner Dayton asked for a cash balance report quarterly. Commissioner Wise Also requested previous year numbers on the financial report, so they can compare at a glance, and keep it in prospective. Commissioner Dayton asked Lars to have access to Inventory, available to check anytime.

Wood Box Factory is in the process of getting ready to move. Commissioner Wise spoke with Terry Roller, and does not think he will be out by the end of February, but is working on it. Commissioners discussed the situation and decided to raise the rent to \$3000.00 per month plus Leasehold tax on March 1 2018.

Fire Department Sale has been finalized, and will be sending check this month. Lars is working with them, and will keep the Commissioners updated.

Lars is working on Port policies, looking at terms and conditions for customers, making the Port more efficient and customer ready. He is getting ideas on rates and how to change them, looking at other Ports and putting it all on a spread sheet for discussion.

Commissioners discussed an assistant for Lars so he will be able to attend meetings out of town, and vacation. Lars will talk to local persons and advertise if necessary.

Grant County EDC will attend RECON, a retailer's convention in Las Vegas in May. They asked Lars to go and have a Mattawa Booth with them to represent South Grant County. Commissioner agreed it would be a good idea, for exposure to the Mattawa area, and maybe new customers.

Correspondence was read and approved. Commissioner Dayton made a motion to sign and approve Vouchers #9735-9764, in the amount of \$100,999.97. Motion seconded and passed. Commissioner Leland made a motion to adjourn, meeting adjourned at 2:30pm.

Glenn Leland

Jim Wise

Lauri Dayton

Linda Watkins