

Port of Mattawa Commissioners Meeting

Meeting Minutes for October 8th, 2018 at Port of Mattawa

Commissioners: Jim Wise (present), Lauri Dayton (present), Glenn Leland (present)

Present: Lars Leland (Director), Christopher Schmidt (Public Works Manager)

Meeting called to order at 12:10pm by Jim Wise

- **Welcome/Introduction of Guests**
- **Approve Minutes of Last Meeting**
 - Commissioners reviewed the minutes; Glenn motioned to approve; Jim seconded the motion
- **Review of Financial Statements**
 - Commissioners reviewed and approved financial statements
 - Port has received 10% of the PILT payment
- **Old Business**
 - Circle K
 - Circle K will be commissioning second appraisal.
 - Confirmation was received from WSDOT that a turn pocket is not necessary. The City of Mattawa has annexed Road 24 from SR-243 extending west to Pat-Chee Drive.
 - Lars is working with city planner Darryl Piercy on potential requirements for Road T.1.
 - Stevens Property
 - Lars attended most recent city meeting and received approval to provide a binding site plan in lieu of a construction bond.
 - Lars will begin putting together a hotel presentation package with the help of the commissioners.
 - Property Improvements
 - Wahluke Industrial Park
 - Chris put up lights provided by Platt in the tire center and over doors on the incubator building.
 - Platt will be coming to provide a quote for new lights for parking lot.
 - Sentinel Gap
 - Road and power are expected to be completed by second week in November per PUD.
 - Brad Bell from Pacific Pride has requested to hook to the Port's commercial water system; Lars has submitted application to DOH.
 - Wastewater
 - Lars is working on having the Surge Protection SIP application completed by October 15th.

- Comprehensive Plan
 - Lars is working on making amendments
- Policies & Procedures Handbook
 - Lars and Chris are working on updating handbook
- WPPA Small Ports
 - October 18-19, everyone who is attending is registered and has rooms reserved
- Port Vehicle
 - Chris provided commissioners with options
 - Jim offered to go look at one in Tri Cities
- Employee Evaluations
 - Commissioners reviewed Lars' evaluation performed by Jim
 - Evaluation was approved and commissioners agreed to implement a raise by November
- **New Business**
 - Pesticide License
 - Chris is looking into getting registered for a class
 - Tennant Updates
 - GCPUD has asked about leasing the wood box factory/event space; Wahluke School District has also expressed interest if PUD falls through.
 - WSD has moved Sentinel Tech out and will now be using their space as their administration office; Port to evaluate parking needs
 - Faith Doebler was notified of rate increases over the next 3 years (\$500 in 2019, \$750 in 2020, \$1,000 in 2021) which would bring them to fair market rate.
 - Working to asses rate increases to get Ken (Tiddaly Diddaly's) to fair market rate
 - Desert Rentals is now being leased by Philip Nelson and will be called Mattawa Tire, LLC
- **Public Comment**
- **Next Regular Commissioners Meeting: October 22, 2018 @ 12:00pm at Port of Mattawa**
- **Meeting adjourned at 2:20pm by Jim Wise**

Jim Wise

Glenn Leland

Lauri Dayton