

MINUTES OF PORT OF MATTAWA COMMISSIONERS MEETING

June 25, 2018

Commissioner Wise called the meeting to order at 12:06pm, those present were Commissioners Jim Wise, Glenn Leland, Lauri Dayton, Executive Director Lars Leland, and Chris Schmidt in place of Linda Watkins taking meeting minutes. Motions to approve June 11th meeting minutes at 12:15pm, all commissioners were in favor.

Sentinel Gap Industrial Park improvements are in process. Lars has contacted Grant PUD to start pulling utilities through T.7. Lars is going to call PUD and verify the start date, and timeline for this projects estimated completion date. The goal is to have the utilities pulled and the chip seal completed by mid-October. J-U-B is to be selected to complete the T.7 project as they were the engineers who started the project. Lars is to request a memo from J-U-B stating exactly which step we are currently at on this project. Lars is also going to contact the county for the specifics on the deposit of the Grant/Loan funds.

Wahluke Industrial Loop roadway estimate is approximately \$660,000. Applying for funding needs to be in advance of State Capitol Budgeting.

Lars got a bid from Desert Rentals to smooth out the property West of Desert Rentals. This was an option due to previous deals made with the previous Director stating Desert Rentals could have additional parking. Commissioners would like to get bids from other contractors. When the property is cleared there will need to be price revisions to either the current lease, or an additional rental agreement for the additional space. Previous verbal agreements were not approved by the Commissioners.

The Wastewater plant had a visitor Ben Sinner come and talk to the Port about a possibility of adding external filtration to the system. Commissioners looking into this and will do more investigation. We still need to provide wastewater to our clients, and the option of further filtration could hinder our ability to provide the needed wastewater.

We need to keep in mind the planning and building of a new multipurpose incubator building. The Commissioners agree upon that the location focus should be on the Pat-Chee property.

Lars is also looking into the cost of smoothing out a section of land at Sentinel Gap to make an area look more presentable to possible future clients.

Lars is working towards a Regional/Local grant to fund the rate study for wastewater influent, effluent and potable water to validate the current ballpark figures.

Employee evaluations for Lars Leland and Chris Schmidt are to be performed at the end of July. At the same time policies need to be reviewed. Lars is going to talk to Scott Keller regarding this matter.

Port credit card is still being processed. The Employee Handbook will need to be updated to include authorization and limits of purchase prices.

The Jehovah's Witness church is happy with the property being segregated within 40 days; this is part of moving forward with the Ports purchase of the property south of the JW church.

Circle K is still interested in the purchase of land southwest of the roundabout. Currently the ball is in their court and they would like to make another site visit next week.

Lars will be attending the Directors meeting July 12-13 in Kalama.

Lars is also going to talk to Eric about the process of reselecting an on call engineer.

Commissioner Lauri Dayton is to be excused from the July 9, 2018 scheduled board meeting. Also Jim Wise will be excused for the July 23, 2018 scheduled board meeting.

Commissioner Wise made a motion to adjourn. Motion Carried. Meeting adjourned at 1:45 pm.

Jim Wise

Glenn Leland

Lauri Dayton

Chris Schmidt