



MINIUTES OF PORT OF MATTAWA COMMISSIONERS MEETING

August 20, 2018

Commissioner Wise called the meeting to order at 12:00 noon, at the Port of Mattawa office. Those present were Commissioners Leland, Wise, and Dayton. Also present were Director Lars Leland, Public Water Manager Chris Schmidt, Secretary Linda Watkins, Bob Adler, Gary Grosso, Kevin Richard, Paul Veloborodyy, and Matt Leitz. Commissioner Dayton made a motion to sign and approve July minutes, with a change per Mr. Dayton's comments on phrasing. Commissioner Leland seconded, motion passed.

Financial report was reviewed by Lars and Commissioners, while they approved Deposits for the month. Commissioner Wise asked Lars to create a second report with last year's numbers, for comparison to this year. Bob suggested Lars make a separate statement on rock removal.

Kevin Richard and Paul Veloborodyy presented their company, Motion Market Production, to the Commissioners. They do graphic design and are capable of marketing to whatever type of user comes to the Port. They gave the Commissioners a list of services and costs per month. Commissioners will discuss and Lars will get back to them with a decision.

Lars told Commissioners the Port has been awarded a grant of \$39,000 for water study. Ben Volk from JUB Engineers is advertising for a contractor. Bob suggested to Lars to go ahead and send bill for the power to the County, as it will speed up the payment on the SIP funding.



Lars and Chris are currently working on slowing traffic around the Port Building. They will post a sign to start with. Lars told Commissioners, the PUD has moved into the north end of the Manufacture building, they are paying \$1,000.00 per month.

Lars called Mike from Branom Instruments to come calibrate meters at Wastewater facility. The meter at Commercial water has passed calibration. Chris will rewire and reprogram computer, and is confident it will be fine. Also Lars is communicating with Mickey Pearson, who lives across the road from Wastewater facility.

Commissioner Wise asked Lars to print copies of CERB Loans, so Commissioners can study balances and interest owed, and possible payoffs.

Lars reported to Commissioners on employee evaluation. He told Commissioners he is pleased with Chris and the work he is doing. Chris is knowledgeable with water, as he has been working for the Beverly water system. He is studying for his Water Distribution Manager I certification. Commissioner Wise asked Lars to write down Chris's jobs for this next year, including some Goals.

The Port is purchasing the other 3.5 acres from JW Church, to the South, and they are working with the city to get the property separated. Lars is working with them on the sale.

Lars has been working with Circle K, they want to put a gas station on the corner of 243 and 24. This land will need to be annexed into City, or approved by County. Lars will have a meeting with City planner Darryl Piercy and inform him of the project, and get some feedback.

Lars and Chris are working on accounting for Quickbooks, and backup, as the one we have is outdated.

WPPA Small Ports meeting will be on October 18-19, 2018. Lars and Chris will attend, also Commissioners are invited.



Gary Grosso came to discuss preliminary designs for Restaurant in Desert-Aire. They are working with a Restaurant group at the WSU school of hospitality and Big Bend Community College, and hoping for some educated help. They are also talking with other Restaurant owners, and getting positive feedback.

Matt Leitz came to ask for help to locate his valve for the wastewater system, as he is putting in an irrigation system. Bob and Lars will assist him.

Commissioner Leland made a motion to sign and approve Vouchers #9975-10014, in the amount of \$231,752.37. Commissioner Dayton seconded. Motion passed.

Commissioner Leland made a motion to adjourn. Motion seconded and carried.

Meeting adjourned at 2:15pm

Glenn Leland

Jim Wise

Lauri Dayton

Linda Watkins