

**MINUTES
PORT OF PEND OREILLE
BOARD OF COMMISSIONERS MEETING
Date: June 14, 2016**

Chairman Harkness called the meeting of the Port of Pend Oreille Board of Commissioners to order at 9:00 a.m. in the Port office located at 1981 Black Road, Usk, Washington. In attendance: Chairman Harkness, Vice Chairman Shanklin, Secretary Whysong and Port staff members Kelly Driver, Susan Bluff, Cliff Bauer and Brad Byrd.

For purposes of clarification, the minutes are presented as listed on the agenda, not necessarily in the order they were discussed.

MINUTES: Commissioner Whysong moved to approve the minutes of May as presented. Motion seconded by Commissioner Shanklin, motion so ordered by Chairman Harkness.

COMMENTS: None at this time.

OLD BUSINESS:

1. SHOP BUILDING UPDATES:

A. DISCUSSION: On site meeting held for the evaporation pond excavation work; two contractors were in attendance. Based on the meeting, Sewell's made some revisions to the plans. Bids are due later this month.

B. ACTION: None at this time.

2. OTHER OLD BUSINESS:

There was some discussion on the Lions Club rides.

NEW BUSINESS:

1. OTHER NEW BUSINESS:

Kelly reported that there is a grant opportunity with the State of Washington. The Port will seek funds for ties and ballast.

STAFF REPORTS:

1. ROADMASTER – CLIFF BAUER:

- Weed spraying finished.
- Kent Creek trestle work has been completed. Commissioner Shanklin commended the crew on their work.
- FRA Inspection occurred the first three days of the month. There is a new inspector and he did a very thorough inspection. Cliff and his crews have about a month of work to do to repair the violations. Violations include some ditching and culvert repairs, tie and bolt replacement, slide fence rock removal.
- In addition to the FRA defects he plans to replace about 1,000 ties this year.
- He took Colin Willenbrock, Chris Jones and Cecil Taylor from the PUD a hyrail trip over the rail line to get a visual inspection and location of their powerline locations on Port property.

2. MANAGER- KELLY DRIVER:

- Has started negotiating with the PUD on the high voltage line lease renewal.
- FCC Narrowbanding requirement; apparently one of our channels failed to transfer over, working with the FCC on the issue.

- Attending regular LEPC meetings as well as the special meetings for the training in September.
- Timetable 16 will be in effect June 20th.
- The approval for the evaporation pond finally arrived from the Department of Ecology.
- Advertised for janitorial services, received two bids but there are issues with both bids.
- A meeting is scheduled with Ponderay Newsprint Company to discuss service issues and expectations

3. FINANCIAL OFFICER- SUSAN BLUFF:

- Susan presented the financial report and storage report information for the month ending May 31, 2016

4. CHIEF MECHANICAL OFFICER- BRAD BYRD:

- Working at Airway Heights on Wednesday doing an inspection for Western Rail.
- Painting one locomotive now; have three (3) more to paint.
- Discussion on POVA owned locomotive repairs that will need to be made in 2017.

RECORDS FOR APPROVAL:

A. TIME AND EXPENSE SHEETS: Approved as submitted.

B. WARRANTS: Operating Expense warrants 42483- 42605 and single warrant 42620 totaling \$144,945.98 were approved as submitted. Explanation: Printer mis-feed on warrant printing.

EXECUTIVE SESSION: Per RCW 42.30.110 Chairman Harkness called for an executive session beginning at 10:25 a.m. to discuss potential litigation matters. Session was called for 20 minutes. At 10:45 a.m. Chairman Harkness brought the regular meeting back to order stating no decisions were made in the executive session.

ADJOURN: There being no further business Chairman Harkness adjourned the meeting at 10:55 a.m.



 John W. Harkness III, Chairman



 Kelly J. Driver, Manager

Date Approved: July 12, 2016