

**MINUTES
PORT OF PEND OREILLE
BOARD OF COMMISSIONERS MEETING**

Date: October 10, 2017

Chairman Shanklin 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 Shanklin, Vice Chairman Kiss, Secretary Harkness and Port staff members Kelly Driver, Cliff Bauer, Brad Byrd, and Susan Bluff.

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

MINUTES: Commissioner Harkness moved to approve the minutes of the regular meeting held on September 19, 2017 as presented. Motion seconded by Commissioner Kiss and so ordered by Chairman Shanklin.

COMMENTS: None at this time.

OLD BUSINESS:

1. BLAST BOOTH:

A. DISCUSSION: Brad reported that the skylights are being replaced a second time. Last time it was the wrong material and this time is because they do not meet snow load requirements. Walk through done with Sewell and Rraco. Rraco is under penalty assessments now.

B. ACTION: No action required.

2. LEADERS MEETING:

A. DISCUSSION: Leaders meeting will be on Friday, October 13th at the Camas Wellness Center.

3. TRIBAL SEWER LINE:

A. DISCUSSION: Kelly presented a draft drawing from Parametrix regarding the possible sewer line placement in railroad right-of-way. Additional information will be coming as plans are formalized. She asked for conditional concept approval reserving formal approval until final drawings and specifications are received. Additional requirements will need to be met including proof that the sewer line does not affect the PUD's FERC requirements or that it is out of the FERC area. Insurance coverage to ensure that the Tribe is fully responsible to rebuild the dike and/or clean up all property if necessary due to any leaks or breaks in the line.

B. ACTION: The Board gave their general approval for the concept, reserving action until receipt of application, drawings and other information until a later date.

4. OTHER OLD BUSINESS:

A. SAFETY DINNER:

1. DISCUSSION: Kelly reported she secured the American Legion hall for December 2nd. Dinner is at 5 p.m. there will be music which the Legion invited the Port to join beginning at 7 p.m. She still has to secure catering.

NEW BUSINESS:

1. FOOD BANK DONATIONS:

A. DISCUSSION: The Port has made annual contributions to the Ione, Cusick, Newport and Priest River food banks as a public relations benefit to the District. Kelly asked if the Board wished to continue with this tradition.

B. ACTION: Commissioner Kiss moved to approve the contributions. Motion seconded by Commissioner Harkness, so ordered by Chairman Shanklin.

2. HITEST SILICON/SAND EXECUTIVE COMMITTEE APPOINTMENT:

A. DISCUSSION: With the announcement that HiTest will be pursuing permits there are several committees being set up to deal with various issues and reviews. As part of this process a Commissioner from the Port needs to be selected to serve on the executive committee board.

B. ACTION: Commissioner Harkness moved to appoint Chairman Shanklin as the Port's representative on the Executive Committee. Motion seconded by Commissioner Kiss, so ordered by Chairman Shanklin.

3. TOWN OF IONE LAND LEASE EXTENSION:

A. DISCUSSION: Kelly received an email from the Town of Ione requesting that their land lease be extended for five (5) years under the same terms and conditions as the existing lease.

B. ACTION: Commissioner Harkness moved to approve the five (5) year extension. Motion seconded by Commissioner Kiss, so ordered by Chairman Shanklin.

4. OTHER NEW BUSINESS:

None at this time.

STAFF REPORTS:

1. ROADMASTER, CLIFF BAUER: Cliff reported on:

- Continuing efficiency testing of engineers and conductors.
- Crews have installed about 7,200 ties. Next week crews will start picking up and banding old ties, doing some tamping and regulating.
- Crews completed some temporary repairs to the crossing at Laclede.
- Two summer help still on board.
- Will start getting ready for winter soon. Need to blow out crossings, get snow equipment ready to go.

2. MANAGER- KELLY DRIVER: Kelly reported on:

- Cleaning up of titles and registrations.
- Attending meetings on HiTest updates.
- Crews will be replacing Black Road crossing, notice placed with WUTC as required.
- BNSF lease work.
- Chevron moved out some of the 211 series cars and did some "cherry picking" of the CRDX cars so there were additional charges for moving those cars.
- Discussions with BNSF about rail to HiTest site, Port of Longview DOE restrictions, and coal shipments.

3. AUDITOR - SUSAN BLUFF:

- Susan presented the financial report and car storage report information for the month ending September 30, 2017. All but two (2) of the CRDX cars have been moved out of storage, we are down to five (5) of the SHPX cars.

4. CHIEF MECHANICAL OFFICER- BRAD BYRD: Brad reported on:

- GP 20 work for Western Rail.
- US Sugar locomotive work.
- The 1500 is ready to ship.
- Savage locomotive paint job.

- Some of the shop crew spent three (3) days working on the exhaust system and fuel tank on the dump truck.
- Issues with 8310 high voltage grade relay tripping.

5. TRACK FOREMAN – COREY IVES:

- Not in attendance this date.

RECORDS FOR APPROVAL:

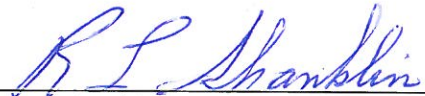
A. TIME AND EXPENSE SHEETS: Approved as submitted.

B. WARRANTS: Operating Expense warrants 44638-44709 totaling \$217,152.21 were approved as submitted.

EXECUTIVE SESSION:

No executive session held this date.

ADJOURN: There being no further business Chairman Shanklin adjourned the meeting at 10:42 a.m.



R. L. Shanklin, Chairman



Kelly J. Driver, Manager

Date Approved: 11-14-17