

**MINUTES**  
**PORT OF PEND OREILLE**  
**BOARD OF COMMISSIONERS MEETING**  
**Date: July 9, 2019**

Chairman Harkness called the meeting of the Port of Pend Oreille Board of Commissioners to order at 9:03 a.m. in the Port office located at 1981 Black Road, Usk, Washington. In attendance: Chairman Harkness, Vice Chairman Shanklin, Secretary Kiss and Port staff members Kelly Driver, Susan Bluff, Cliff Bauer, Brad Byrd, and Corey Ives. Community member Dan Peterson also attended the meeting.

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

**MINUTES:** Commissioner Shanklin moved to approve the minutes of the regular meeting held on June 11, 2019 as presented. Motion seconded by Commissioner Kiss and so ordered by Chairman Harkness.

**CORRESPONDENCE TO THE BOARD:** Van Whysong –hand carts at Dayton Days. Thank you from American Legion for Easter sponsorship.

**COMMENTS:** None at this time.

**OLD BUSINESS:**

**1. GRANT/LOAN WORKSHOP:**

**A. DISCUSSION:** Federal partnership forum will be held on July 16<sup>th</sup> at the Camas Wellness Center from 1 p.m. to 4 p.m. Commissioners stated they will not be in attendance. Kelly will attend but will arrive late due to another commitment at the same time.

**2. OTHER OLD BUSINESS:**

None at this time.

**NEW BUSINESS:**

**1. REDI GRANT PRESENTATION:**

**A. DISCUSSION:** Kelly will be part of a team of five (5) that will be attending a presentation on a REDI grant for Pend Oreille County in Las Vegas. She will leave on the 10<sup>th</sup> and return on the 12<sup>th</sup>. This grant is for developing the south bench area of Newport for industrial use.

**2. DOWNRIVER DAYS PARADE:**

**A. DISCUSSION:** The North Pend Oreille Lions Club requested that the Commissioners and Kelly “ride” a truck mounted Railrider bike in the Downriver Days parade. Kelly has other Port related commitments in Seattle and is unsure if she will be back in time.

**B. ACTION:** It was determined that Bob and Vi Shanklin will represent the Port. Kelly will notify the Lions Club.

**3. EMERGENCY ACTION- DERAILMENT:**

**A. DISCUSSION:** On June 28<sup>th</sup> the train derailed at Laclede due to a sideswipe incident. The degree of the derailment was beyond the ability of POVA personnel to re-rail and emergency assistance was needed for public safety and to be able to operate freight service. Kelly contacted the three (3) Commissioners regarding the emergency while Corey contacted Noble Excavating out of Libby, Montana for their emergency assistance in re-railing three (3) cars and one (1) locomotive.

The insurance company has been notified. Bills from Noble have not yet been received. POVA crews are working on the damaged cars.

**4. OTHER NEW BUSINESS:**

None at this time.

**STAFF REPORTS:**

**1. ROADMASTER, CLIFF BAUER:**

- Still waiting on weed spray company.
- Clean the rock cuts near McCloud Creek. Five (5) side-dump loads of this rock were spread at the shop for improving walkways for the train crew.
- Tamped and lined the area between MP 1424 and 1430.
- Placed a tie order for two (2) rail cars due to having only 60 to 70 ties on hand.
- Calling for bids for rail and OTM on the grant project.
- Replaced a broken rail at MP 11.4 found during an inspection.

**2. MANAGER- KELLY DRIVER:**

- Continuing with FRA crossing paperwork; it is, a very slow process due to all of the new information required on each crossing.
- Meeting with all crew members regarding safe practices and slowing down operations so no one is hurt. Also go over time sheet errors so there is not an FRA violation.
- 45G Rail Miles Tax Credit update.
- Meetings with Jamie Wyrobek and Russ Pelleberg on upcoming REDI grant presentation.

**3. AUDITOR - SUSAN BLUFF:**

- Susan presented the financial report information for the month ending June 30, 2019.

**4. CHIEF MECHANICAL OFFICER- BRAD BYRD:**

- Painting a Coos Bay locomotive.
- Wiring another Coos Bay locomotive.
- More Western Rail locomotives received.
- Cummins project on hold.
- Need more trained employees.

**5. TRACK FOREMAN – COREY IVES:**

- Car Repairs for June around \$36,444. Worked 37 centerbeam cars.
- Observed train operations and wrote up violations. Did a follow up meeting with all employees regarding training on this issue.
- Repaired an air issue on the loader.
- Helped Roger with annual signal inspections.
- Welded switch points at Albeni Falls.
- He, Cliff and Susan met with Steve Salzman from BNSF on operational issues.
- Needs to do some repairs to battered joints.

**RECORDS FOR APPROVAL:**


**A. TIME AND EXPENSE SHEETS:** Approved as submitted.

**B. WARRANTS:** Operating Expense warrants 47213-47328 totaling \$155,077.86, approved as submitted.

**EXECUTIVE SESSION:** At 10:25 a.m. Harkness recessed the regular meeting to convene in executive session. He stated the executive session would be approximately 30 minutes to discuss a pending litigation issue and a matter related to the performance of a public employee. At 10:52 a.m. the regular session was brought back to order; Chairman Harkness stated no decisions were made in executive session.

**ADJOURN:** There being no further business Chairman Harkness adjourned the meeting at 10:53 a.m.

  
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R.L. Shanklin, Vice Chairman

  
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Kelly J. Driver, Manager

Date Approved: 08-13-2019