

**MINUTES
PORT OF PEND OREILLE
BOARD OF COMMISSIONERS MEETING
Date: JULY 14, 2020**

CALL TO ORDER:

Acting Chairman Kiss 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: Commissioner Kiss, Commissioner D. Peterson, Commissioner K. Peterson and Port staff members Kelly Driver, Susan Bluff, Cliff Bauer, Corey Ives, and Brad Byrd.

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

Executive Session: At 9:00 a.m. Acting Chairman Kiss recessed the meeting to convene in executive session for a telephone conference call with attorney William Schroeder regarding pending litigation matters. At 9:27 Acting Chairman Kiss brought the regular meeting back to order; no decisions were made in the executive session.

MINUTES: Commissioner D. Peterson moved to approve the minutes of the regular meeting held on June 9, 2020 as presented. Motion seconded and so ordered by Acting Chairman Kiss.

CORRESPONDENCE TO THE BOARD: None at this time.

COMMENTS: None at this time.

OLD BUSINESS:

1. Grant Project Update:

A. Discussion: Billing to the WSDOT for the State's portion of the grant will be done next week and should be received within 60 days.

2. Board Reorganization:

A. Discussion: Conversation was held.

B. Action: Based on general consensus Commissioner Kiss will serve as Chairman, Commissioner D. Peterson as Vice Chairman and Commissioner K. Peterson as Secretary for the remainder of the year.

3. Other Old Business:

A. Comprehensive Plan:

1. Discussion: The August agenda will include discussion on the Port's Comprehensive Plan including short- and long-term goals.

B. Rotary Club Excursion Cars:

1. Discussion: The Rotary has listed their cars for sale with Ozark Mountain. Car values were reviewed.

NEW BUSINESS:

1. Ponderay Newsprint Closure / POVA Operations:

A. Discussion: Board and Staff talked about the closure of the mill, freight revenues, possible changes later in the year and immediate staffing needs for rail projects.

2. Employee Benefit Changes:

A. Discussion: Kelly explained the changes in employee benefits by joining with the Washington Counties Insurance Fund (WCIF). Additional benefits and wellness programs are able to be offered to the employees by joining WCIF. She explained that no on the job coverage is provided, the Port is covered for FELA claims but with a \$25,000 self-insured retention through the Port's railroad policies. A Health Reimbursement Account, through Policy 3008, will allow the Port to obtain insurance coverage at a lower premium with a higher deductible, while providing the employees a reimbursement of up to \$3,000 per calendar year.

B. Action: Commissioner D. Peterson moved to approve Policy 3008; motion seconded by Commissioner K. Peterson, so ordered by Chairman Kiss.

3. Joel Jacobsen Letter:

A. Discussion: Conversation was held regarding the email from Joel Jacobsen which was also published in the Newport Miner.

4. Fourth Memorial Church Jared Bible Camp:

A. Discussion: Kelly and Corey reported on significant encroachment by Fourth Memorial Church on railroad property at Riverview Bible Camp in Jared. Past history of encroachment, right-of-way width and options were discussed. Based on the discussion Kelly will write a letter to the church requiring them to immediately remove all poles and concrete from the right-of-way as well as restoring that land to good condition and to not store materials or debris from here on out.

5. Other New Business:

General discussion on Tribal economic development plans as well as future meetings of the nine commissioners.

BOARD TRAVEL PLANS/ MEETINGS:

A. Discussion: Commissioner D. Peterson will represent the Board at the EDC meeting on July 15th.

B. Action: The above meetings are authorized by general consensus.

REPORTS:

1. Board of Commissioners:

Commissioner D. Peterson attended the June EDC meeting via Zoom as well as Business Recruitment meeting. He proposed that the Port look at the County's Comprehensive Plan and map and send a letter regarding Industrial areas and any possible areas to include along the railroad right-of-way.

2. Roadmaster, Cliff Bauer:

- The grant work is going along well. There is another gondola of rail that should be shipped soon.
- The Davis Creek Bridge will be rebuilt from the pilings up later this fall. New stringers and caps will be added as necessary. The temporary stringers that were installed previously may possibly be used on the McCloud Creek trestle to increase its weight capacity.

3. Manager – Kelly Driver:

- Exbabylon email transfers have been completed. Computers are getting upgraded to Solid State Drives (SSD), replacing the hard drives to avoid failures in the future. The website migration has not completely transferred; she was unable to post the agenda for today's meeting on the website because the website was down.
- PUD negotiations continue.

- Employee foot injury due to rail rolling on it; minor bruising.
- Initial Ponderay Newsprint bankruptcy paperwork completed.
- Western movie scene will be shot in Newport using a Rotary Club passenger car. Insurance will be required, and a date will be finalized at a later time.

4. Auditor – Susan Bluff:

- Presented the financial report information for the month ending June 30, 2020. Storage car information was also provided.
- The audit for 2018 and 2019 has not been completed.

5. Chief Mechanical Officer-Brad Byrd:

- Individuals from Cummins are on site running tests on the locomotive. They are discussing the possibility of up to six (6) more locomotives to be worked.
- 1009 will be rebuilt and rewired.
- Working on a load box.
- A GP-38 will have wheels changed out and work on the dynamic brake system.
- Doing an engine swap on an SD 9.
- GP 16 – wiring problems.
- 102 has the computer installed.
- He worked on a locomotive in Montana for several days.

6. Track Foreman – Corey Ives:

- Car repairs for June \$31,279 with year-to-date billed at \$184,495.
- The Priest River sewer project should no longer involve POVA.
- Backhoe repairs necessary on the hyrail portion.
- The new hyrail as arrived.

Records for Approval:

A. Expense Sheets: Approved as submitted.

B. Warrants: Operating Expense warrants 48624-48748 totaling \$408,676.17 approved as submitted.

Adjourn: There being no further business Chairman Kiss adjourned the meeting at 12:00 noon.



 Ryan Kiss, Chairman



 Kelly J. Driver, Manager

Date Approved: 08-25-2020