

**MINUTES  
PORT OF PEND OREILLE  
BOARD OF COMMISSIONERS MEETING  
Date: February 8, 2022**

**Call to Order:**

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 Peterson, Commissioner Gentle and Port staff members Kelly Driver, Susan Bluff, Corey Ives, and Myles Keogh. Also in attendance were Bob and Janine Ring. There were no Zoom participants.

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

**Minutes:**

Commissioner Peterson moved to approve the minutes of January 11, 2022. Motion seconded by Commissioner Gentle and so ordered by Chairman Kiss.

**Comments:** Mr. and Mrs. Ring asked questions regarding the TerraPact agreement. Discussion included possible additional costs to small towns as well as the potential for increased costs to individuals.

**Correspondence:** None received.

**Old Business:**

**1. Motor Car Rides:**

**A. Discussion:** Kelly informed the Board that she is continuing to work with the Motor Car group.

**2. Other Old Business:** None at this time.

**New Business:**

**1. Surplus Property:**

**A. Discussion:** Kelly informed the Board that staff, per Resolution 2021-01, disposed of an old Miller Welder valued at \$300. Three sealed bids were received, the highest bid was \$653.53.

**2. River City Modelers Request:**

**A. Discussion:** Kelly reported River City Modelers, a model train club from Spokane which produces models of local historic railroads to sell to model railroaders, requested permission to produce copies of a double door boxcar that POVA leased at one point.

**B. Action:** Commissioner Peterson moved to approve the request however, the permission is purely that from the Port and does not include any permission that may be required by any other individual, business or entity; obtaining any other required permission is solely the responsibility of River City Modelers. Motion seconded by Commissioner Gentle, so ordered by Chairman Kiss.

**3. Investment of Funds Letter:**

**A. Discussion:** A letter from County Treasurer Nicole Dice requested an updated letter or resolution authorizing appropriate staff to invest funds on behalf of the Port. Kelly provided a letter for the Board's consideration.

**B. Action:** Commissioner Gentle moved to approve the letter as drafted. Motion seconded by Commissioner Peterson and so ordered by Chairman Kiss.

#### **4. Other New Business:**

##### **A. Zoom Meetings:**

1. Discussion: Board and staffed talked about meetings being open to the public.

2. Action: Commissioner Gentle moved to stop holding public Zoom meetings. Motion seconded by Commissioner Peterson, so ordered by Chairman Kiss.

**Board Travel Plans/Meetings:** None planned at this time.

##### **Reports:**

1. **Board of Commissioners:** None at this time.

##### **2. Manager, Kelly Driver:**

- She and Corey attended the EDC meeting via Zoom. Excellent presentation by Joe Torterelli on Economic Development. Joe stressed the need to have industrial businesses to carry the load of services. He also went over the cost for services when industries are located in communities as compared to those of bedroom communities; bedroom communities have a higher cost for services. He also stated an area needs industrial business, commercial business, and housing together to make growth work and communities succeed.
- Multiple employees have been out with covid; modification of duties and scheduling made to accommodate absences.
- She met with Abby Gribi, Newport City Administrator. She and Corey will be meeting with her tomorrow as well as the developer for the South Bench area.
- Propane issue at the office on Monday; matter resolved.
- FRA audit on Hearing Conservation Program. She thanked Myles and Corey for their help. One minor issue on the program was resolved to the FRA inspector's satisfaction. Employees are currently going in for their required hearing and vision testing.
- The PUD will be sending the Port's 25% of the TerraPact agreement money directly to the Port.

##### **3. Roadmaster, Corey Ives:**

- Two minor derailments due to snow and ice issues.
- The Regulator has been repaired and crews have been using it to plow snow.
- 2400 Tamper work completed with new pump and hoses.
- Brush Cutter is currently being worked on.
- He took the scissor lift to Spokane for the shop for its annual certification testing.
- He and Tommy completed in-house audits on Efficiency Testing as required by the FRA.
- Car Repairs for 2021 totaled over \$411,800; January 2022 car repairs was over \$39,800.

##### **4. Auditor – Susan Bluff:**

- Distributed financial report information for the month ending January 31, 2022 with discussion about storage cars as well.

##### **5. Chief Mechanical Officer-Myles Keogh:**

- 102 was tested and has computer issues as well as a bad generator. The generator we had on-hand was bad, a rebuilt one has been ordered.
- Cummins unit waiting for potential buyers to look at it. Discussion on Tier 3 vs. Tier 4 locomotives.
- 8310 had loading issues; repairs made.
- Two (2) completed locomotives shipped out.
- Currently working on a big job for Western Rail and have the Museum job to work on as well.


**Records for Approval:**

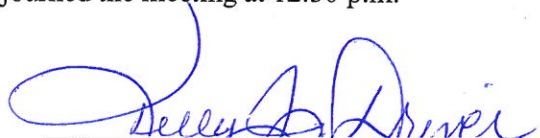
**A. Time and Expense Sheets:** Approved as submitted.

**B. Warrants:** Operating Expense warrants 50607-50698 (correction to agenda which indicated 50607-5050698) totaling \$158,384.33 approved as submitted.

**Executive Session:** Chairman Kiss recessed the regular meeting to convene in executive session at 10:00 a.m. with an estimated time of two (2) hours. At 12:00 p.m. the executive session was extended for another 30 minutes. Chairman Kiss brought the meeting back to order at 12:30 p.m. stating no decision was made in executive session. No final action was taken.

**Adjourn:** There being no further business Chairman Kiss adjourned the meeting at 12:30 p.m.

  
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Ryan Kiss, Chairman

  
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Kelly J. Driver, Manager

Date Approved: 4-12-22