

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

Call to Order:

Chairman Kiss called the meeting of the Port of Pend Oreille Board of Commissioners to order at 9:01 a.m. in the Port office located at 1981 Black Road, Usk, Washington. In attendance: Commissioner Kiss, Commissioner Peterson, Commissioner Gentle via Zoom and Port staff members Kelly Driver, Susan Bluff, and Corey Ives. Also attending was Don Gronning from the Newport Miner.

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 February 8, 2022. Motion seconded by Commissioner Gentle and so ordered by Chairman Kiss.

Comments: None at this time.

Correspondence: A thank you from the North Pend Oreille Valley Lions Club was read.

Old Business:

1. Motor Car Rides:

A. Discussion: Kelly informed the Board that she and Corey will be meeting with a representative from the motor car group on Thursday to work out contract details. The ride is scheduled for Sunday, June 12th beginning at 9:00 a.m.

2. Other Old Business: None at this time.

New Business:

1. Land Lease Renewal -Metaline Mini Mart:

A. Discussion: Kelly reported that the McKenzie family would like to renew their lease for another five (5) year term.

B. Action: Commissioner Peterson moved to approve the land lease extension for Metaline Mini Mart. Motion seconded by Commissioner Gentle, so ordered by Chairman Kiss.

2. Merkle Standard Meeting:

A. Discussion: Kelly reported that she and Jamie Wyrobek have been assisting Merkle Standard with setting up a meeting with a small group of community leaders. The meeting will be held on March 17th beginning at noon. They will provide a luncheon and then a presentation of information on operations, followed by a tour of the facilities for interested parties.

B. Action: Commissioner Gentle suggested Chairman Kiss represent the Board at the meeting.

3. Other New Business: None at this time.

Board Travel Plans/Meetings March/April- Attendance/Authorization:

Commissioner Peterson moved to authorize Chairman Kiss to represent the Board on March 17th at the Merkle Standard meeting. Motion seconded by Commissioner Gentle, so ordered by Chairman Kiss.

Reports:

1. Board of Commissioners:

- Commissioner Gentle questioned whether the North Pend Oreille Valley Lions Club had received the information distributed by the EDC regarding Small Business Grants. Kelly will follow up with Gayle Pollock and Dick Norton to ensure they have the information.

2. Manager, Kelly Driver:

- Hearing and vision testing on railroad employees completed. Over half of the regulated employees have requested the annual hearing testing as offered per OSHA regulations.
- There has been a change to the Drug and Alcohol program requirements. She is updating the Port's program to be in compliance.
- There are also new FRA requirements for the website, she will have these completed soon.
- Public Records Request completed.
- First Aid / CPR training scheduled for all employees on March 24th.

3. Roadmaster, Corey Ives:

- Attended a meeting at Newport City Hall regarding the South Bench development. Issues included the developer wanting a crossing at a location south of Newport that does not work well for the railroad. He provided other options for access for their consideration. The developers and the City of Newport will also be working out water and sewer issues.
- He obtained surplus property through the State of Washington. This included welding rod ovens new in the box for \$75 each, new price is \$1,600 each. A toolbox with wrenches. And, a diesel-powered air compressor in brand new condition for \$800, new price is \$5,600.
- Loader alternator was repaired.
- Car repairs for February were just over \$30,000. Car supply for February was low.
- The FRA completed an inspection on train crew operations in Sandpoint observing air test and car inspections. Additional training has been completed for crew members to ensure compliance.

4. Auditor – Susan Bluff:

- Distributed financial report information for the month ending February 28, 2022. The payment from the PUD, on the TerraPact settlement, was received in February.

5. Chief Mechanical Officer-Myles Keogh: - Absent.

Records for Approval:

A. Time and Expense Sheets: Approved as submitted.

B. Warrants: Operating Expense warrants 50699-50788 totaling \$243,397.68 approved as submitted.

Commissioner Gentle gave Kelly Driver virtual signature authority to sign records on her behalf.

Board Workshop:

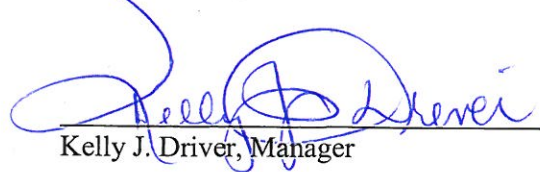
Discussion on economic development and railroad right-of-way use.

Executive Session: None at this time.

Adjourn: There being no further business Chairman Kiss adjourned the meeting at 9:47 a.m.



Ryan Kiss, Chairman



Kelly J. Driver, Manager

Date Approved: 4-12-22