

**MINUTES
PORT OF PEND OREILLE
BOARD OF COMMISSIONERS MEETING
Date: April 12, 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

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 corrected minutes of February 8, 2022 and the minutes from March 8, 2022. Motion seconded by Commissioner Gentle and so ordered by Chairman Kiss.

Comments: None at this time.

Correspondence: A thank you from the Cusick American Legion Auxiliary was read.

Old Business:

1. Merkle Standard Meeting:

A. Discussion: Chairman Kiss, Corey and Kelly attended the meeting at Merkle Standard which included a tour of the facility and an informational presentation on their crypto mining plans. Members of BitMain were also at the meeting.

2. Other Old Business: None at this time.

New Business:

1. Office Hours Change:

A. Discussion: Kelly requested office hours be changed to align with the rest of the operations of the Port and railroad. Discussion followed.

B. Action: Commissioner Gentle moved to approve office hours change to 6 a.m. to 2:30 p.m. Motion seconded by Commissioner Peterson, so ordered by Chairman Kiss.

2. American Legion Sponsorship:

A. Discussion: Kelly reported that the annual request for the American Legion Easter Egg Hunt was received after the last Board meeting. Based on past history this request was approved as a public relations benefit for the District.

B. Action: No action necessary.

3. May EDC Meeting:

A. Discussion: The EDC will be holding a large presentation for the May EDC meeting at the Camas Wellness Center. All Board members will be invited to attend and will be open to the public. Kelly asked the Board to consider attending, more information will be provided after the April EDC meeting.

4. PNC Bankruptcy Information:

A. Discussion: The Port received a letter from the Ponderay Newsprint Bankruptcy Trustee regarding payments received from Ponderay Newsprint up to 90-days prior to the bankruptcy announcement. These payments were for freight shipments, demurrage, track work and special switching services. The Trustee requested 60 percent of the funds received during that period, which amounted to over \$38,000. Kelly and Port Attorney, William Schroeder, are working with a bankruptcy attorney to resolve this matter.

5. Request to Paint Bell:

A. Discussion: Kelly relayed that the Usk Community Center requested that the original schoolhouse bell for the former Usk School be blasted and painted by the Port for display at the Center. Myles stated there is a supply of paint to do this job.

B. Action: Commissioner Peterson moved to approve the blasting and painting of the bell, without cost, for the Usk Community Center as a public relations benefit to the District. Motion seconded by Commissioner Gentle, so ordered by Chairman Kiss.

6. Other New Business: At 10:00 a.m. the Board and staff joined the regular meeting of Public Utility District No. 1 regarding a presentation by Merkle Standard. The presentation and questions ended at 11:00 a.m.

Board Travel Plans/Meetings March/April- Attendance/Authorization: None at this time.

Reports:

1. Board of Commissioners: No reports made.

2. Manager, Kelly Driver:

- Webinar on 49 CFR Part 219 regarding the changes to the drug and alcohol programs required by the FRA. Kelly has completed our updated program, it has been approved by the FRA and will be effective July 1, 2022.
- Motor car group is ready to go, insurance has been received.
- Discussion on BNSF car supply issues.
- CPR and 1st Aid Training completed for all employees.
- FRA changes to Accident and Incident reporting covered in a Webinar.
- Attended an LEPC meeting.
- Updating ownership of a private crossing.
- Two days of webinars for our insurance coverage. Mainly human resource matters, it provided useful information.
- She was asked to speak about Port operations at the County Commissioners meeting on April 26th.
- She met with Metaline Falls Mayor Tara Leininger; good discussion on rails to trails, development, and other activities at the north end of the County.

3. Roadmaster, Corey Ives:

- Car repairs for March were \$42,101.40 with 107 cars worked.
- Did some training and hands-on use of the chipper with crew members.
- Did a walking track inspection marking ties. 400 ties are loaded on to a flat car for distribution.
- Looked at trailers for shop and/or track use.
- A small sinkhole developed at MP 1413. It is a small area and was caught soon. Crews are tamping the area now.

- The FRA was back in Sandpoint; good inspection on crews. Caught some bad order cars delivered by BNSF, these were either repaired or set out as necessary.
- Checked crossings with RTI north of Cusick. Information has been provided to TerraPact for their negotiations with RTI.

4. Auditor – Susan Bluff:

- Distributed financial report information for the month ending March 31, 2022. She reported two storage cars will be going out on Friday. She is working on the annual report and prepping for the State Auditor later in the year.

5. Chief Mechanical Officer-Myles Keogh:

- Working on dump boxes for Versatile Industries.
- He and Terry completed their asbestos recertification.
- 102 has the new generator installed, waiting on computer parts.
- Cummins unit will have inspections by interested parties; the funds to purchase are dependent on grants.
- He has a locomotive in the paint booth.

Records for Approval:

A. Time and Expense Sheets: Approved as submitted.

B. Warrants: Operating Expense warrants 50789-50895 totaling \$180,921.60 approved as submitted.

Board Workshop: None at this time.

Executive Session: None required.

Adjourn: There being no further business Chairman Kiss adjourned the meeting at 11:20 a.m.



Keith Peterson, Vice Chairman



Kelly J. Driver, Manager

Date Approved: May 10, 2022