

**MINUTES
PORT OF PEND OREILLE
BOARD OF COMMISSIONERS MEETING
Date: January 10, 2023**

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: Chairman Kiss, Commissioner Gentle, Commissioner Peterson and Port staff members Kelly Driver, Susan Bluff, Corey Ives, and Myles Keogh. Joining later in the meeting were Terry Miller, Roger Moran, Tyler Frisque, Derek Mead, Mike Walker, Lieven Walston and Jared Smiley.

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 December 13, 2022 as presented. Motion seconded by Commissioner Gentle and so ordered by Chairman Kiss.

Comments: None

Correspondence: None

Old Business:

1. Wolfred Property Update:

A. Discussion: Kelly reported that the Forest Practice Application for the parcel purchased from Weaver's has been approved. The parcel purchased from Priest River Lands will need a Stormwater Permit, a Stormwater Prevention Plan, and possibly assistance from a Wetlands Specialist.

2. Other Old Business:

None at this time.

New Business:

1. Public Disclosure Forms:

A. Discussion: Kelly reminded the Board that they need to submit their public disclosure forms by April 17th.

2. IRS Mileage Rate:

A. Discussion: The IRS mileage rate increased to 65.5 cents per mile effective January 1, 2023. Discussion was held regarding adopting the new rate.

B. Action: Commissioner Peterson moved to adopt the new rate, retroactive to January 1, 2023. Motion seconded by Commissioner Gentle, so ordered by Chairman Kiss.

3. Letter of Support – County Comprehensive Plan:

A. Discussion: Commissioner Gentle provided information on the Comprehensive Plan process, the appeals, and hearings. The Planning Commission will have a meeting on January 17th to decide whether to recommend to the adoption of the plan to the County Commissioners. She recommended that the Port send a letter to the Planning Commission, with copies to the County Commissioners, supporting the adoption of the plan.

B. Action: Commissioner Gentle moved to approve the draft letter. Commissioner Peterson seconded the motion, so ordered by Chairman Kiss.

4. 2022 Accident/Incident Report:

A. Discussion: Kelly presented the 2022 Accident/Incident report. There were four (4) reportable injuries in 2022. This information is posted on the bulletin board as required.

5. Other New Business:

None at this time.

Board Travel Plans/Meetings:

A. Discussion: Commissioner Gentle and Kelly will attend a meeting regarding economic development ideas on January 12.

B. Action: Approved by general consensus.

Reports:

1. Board of Commissioners: None at this time.

2. Manager, Kelly Driver:

- Working with DOE on the Wolfred property.
- Assisted the Town of Cusick in finding old agreements in relations to the sewer pumping station.
- Assisted the PUD with bridge documents for the Cusick Pumping Station.
- Updating track profiles and culvert information.
- Discussion was held on Foreign Trade Zones.

3. Railroad Operations Manager, Corey Ives:

- The Regulator has been repaired and has been used for snow removal.
- Snow removal for much of the month by all track crew members.
- Renewed his Conductor certification.
- Small rockslide between Albeni Falls and Priest River.
- Efficiency testing, as required by the FRA, on train crew members.

4. Auditor – Susan Bluff:

- Distributed financial report and storage car information for the month ending December 31, 2022.
- After she and Kelly made multiple contacts, the WPPA determined that the lease policy is an optional policy and will not be needed.

5. Chief Mechanical Officer-Myles Keogh:

- Cummings unit repainted and should be shipped within two (2) weeks.
- An LPG tank failure caused the shop furnace to malfunction.
- Working on a Deturbo and an engine rebuild, both locomotives will be painted as well.
- Air compressor at the shop has broken down, a technician is on the way to inspect it.
- Worked on eight (8) new bids with Western Rail.
- Possible work with BNSF.

Records for Approval:

A. Time and Expense Sheets: Approved as submitted.

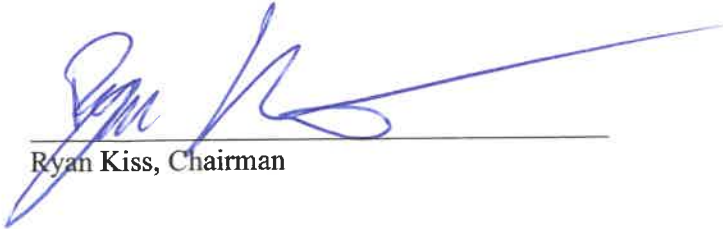
B. Warrants: Operating Expense warrants 51639-51736 totaling \$241,205.77 approved as submitted.

Executive Session: At 10:04 a.m. Chairman Kiss recessed the regular session to meet in executive session for the purpose of personnel evaluations (RCW 42.30.110(g)). Session was called for two (2) hours. At 12:00 p.m. Chairman Kiss recessed for a lunch break. Executive session was resumed at 1:00

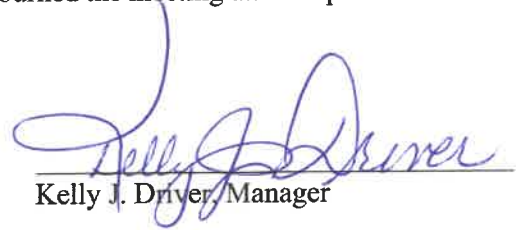
p.m. for another 30 minutes. At 1:30 p.m. Chairman Kiss brought the meeting back to order in regular session stating that no decisions were made, and no final action was taken, in the executive session.

Board Workshop: None

Adjourn: There being no further business Chairman Kiss adjourned the meeting at 1:34 p.m.



Ryan Kiss, Chairman



Kelly J. Driver, Manager

Date Approved: Feb 7, 2023