

**MINUTES
PORT OF PEND OREILLE
BOARD OF COMMISSIONERS MEETING
Date: March 14, 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. Also in attendance, Andy Armantrout with CR&NW LLC, and Sean Reagan with the North Pend Oreille Chamber of Commerce.

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 7, 2023 as presented. Motion seconded by Commissioner Gentle and so ordered by Chairman Kiss.

Presentation: Mr. Armantrout shared a presentation on Foreign Trade Zones. Discussion followed regarding possibilities for the Port and for Pend Oreille County, different types of zones, whole county zones or specific locations, and more.

The Board thanked Mr. Armantrout for the presentation and information he provided.

Staff will look into FTZ matters for the April meeting.

Timber Bid:

Bid Discussion:– Kelly and Corey opened the two (2) bids on Monday at 8:00 a.m. as advertised. Bids were received from Vaagen Brothers Lumber and Versatile Industries. The bids were submitted in different formats. Vaagen Brothers figured the price of logs less the cost of business and did more cleanup. The bid from Versatile provided the cost of doing the work per ton, with the Port responsible for the log contracts which, with the price of timber, could leave the Port with less money received per ton.

The Board discussed both options and it was determined that the bid from Vaagen Brothers provided the best overall benefit to the Port.

Action: Commissioner Gentle moved to accept the bid from Vaagen Brothers Lumber with staff to complete the contract with Vaagen Brothers and sign on the Port's behalf. Motion seconded by Commissioner Peterson, so ordered by Chairman Kiss.

Comments: None

Correspondence: None

Old Business:

1. Wolfred Property:

A. Discussion: As discussed in the Timber Bid. With the weather the site could be too muddy to start logging very soon.

2. Other Old Business:

None at this time.

New Business:

1. Grant Information:

A. Discussion: Commissioner Gentle provided information on grants that are currently being looked at. She and Kelly looked over the PIDP grant and received clarification that the Port is not eligible for these funds as shipments are not made via water. There are more grant opportunities being released that may be a better fit for the Port.

Additionally, she and Kelly interviewed four (4) grant writers and have narrowed the possibilities to two (2) for future help with grants; both of these two (2) businesses

B. Action: None necessary.

2. Historical Society Cars:

A. Discussion: Kelly talked about the passenger cars still online, after two (2) years, that are owned by the railroad historical society based out of Reardan. The cars have become an attractive nuisance with liability issues for the Port. She, Myles, and Corey have been working with the historical society to try to get the cars moved without much success.

She suggested that the Board consider giving them a specific date to get the cars moved, or at the least, show progress toward getting them moved. If no action is taken then the Port would take appropriate action up to scrapping the cars.

B. Action: The Board directed Kelly to provide a May 1, 2023 deadline.

3. Sponsorship Request – American Legion:

A. Discussion: A request for sponsorship was received from Cusick's American Legion Auxiliary for assistance with the annual Easter Egg Hunt at the Pend Oreille County Fairgrounds.

B. Action: Commissioner Peterson moved to approve \$100 for this event as a public relations benefit to the Port. Motion seconded by Commissioner Gentle, so ordered by Chairman Kiss.

4. Policy 1503:

A. Discussion: Kelly presented a draft policy for discussion. The Board gave their general approval without changes. She will provide a clean copy for approval at the April meeting.

5. North Pend Oreille Chamber of Commerce membership:

A. Discussion: Board discussion was held on joining the North Pend Oreille Chamber as a Premier membership for \$5,000.

B. Action: Commissioner Gentle moved to approve the membership. Motion seconded by Commissioner Peterson, so ordered by Chairman Kiss.

6. Other New Business:

None at this time.

Board Travel Plans/Meetings:

None anticipated beyond the EDC meeting on March 15.

Reports:

1. Board of Commissioners: Commissioner Gentle reported that the EDC has been discussing grants. A sub-committee, called the CEC (Clean Energy Coalition), has been formed where the main focus is to find and apply for grants, as well as communicating what they are doing to groups within the County.

The Tribe has applied for charging stations to be located along the Selkirk Loop.

2. Manager, Kelly Driver:

- Insurance company added the two (2) new property purchases to the policy; they waived the premiums for liability insurance due to no facilities being located on the property at this time.
- Drug and Alcohol testing completed for 1st quarter 2023.
- Assisted the Town of Cusick with issues related to their sewer project.
- Crossing agreement work.
- She will be a speaker at the WPPA Spring meeting in Spokane.
- Grant writer interviews, grant research.

3. Railroad Operations Manager, Corey Ives:

- Car repairs for the month of February were just over \$11,100. He spent some time training Jared on car repair billing.
- Dodge truck in for recall repairs.
- Alaska Lane logging turned out to be PUD clearing project.
- Outbound storage car inspections.
- Wolfred property timber walking with possible bidders.
- Track equipment repairs continue to be ready for spring work.
- Had a meeting with City of Priest River planning regarding their desire for a crossing. Due to location and anticipated traffic, POVA is not in favor of this crossing.

4. Auditor – Susan Bluff:

- Distributed financial report and storage car information for the month ending February 28, 2023.
- Discussed cars online for storage.

5. Chief Mechanical Officer-Myles Keogh:

- 102 needs a load box test, 92-day inspection and annual inspection then it can go back out on the line for testing.
- Contract work includes the switcher which will ship out within two (2) weeks, the 3509 which has crank issues, Western Rail is shipping two (2) more jobs, and painting of equipment for Versatile Industries and Cody Basnaw.
- He made a trip to Alabama with Western Rail for the Cummins locomotive project.

Records for Approval:

A. Time and Expense Sheets: Approved as submitted.

B. Warrants: Operating Expense warrants 51820-51914 totaling \$153,267.52 approved as submitted.

Break: A break was taken from 12:00 p.m. to 12:20 p.m.

Executive Session: At 12:20 p.m. Chairman Kiss recessed the regular session to meet in executive session in compliance with RCW 42.30.110(b) and (g), for approximately 45 minutes. At 1:05 p.m.. Chairman Kiss brought the regular meeting back to order. There were no decisions or final action taken as a result of the executive session.

Board Workshop: None

Adjourn: There being no further business Chairman Kiss adjourned the meeting at 1:05 p.m.



Ryan Kiss, Chairman



Kelly J. Driver, Manager

Date Approved: 04/11/2023