



Commissioners Meeting

Meeting Minutes for February 10, 2020 at Port of Mattawa

Commissioners: Verlyn Coulson (present), Lauri Dayton (excused), Glenn Leland (present)

Present: Lars Leland (Director), Lo Hernandez (Office Manager), Cannon Garr (Maintenance), Joe Harris (Chief of Police), Don & Michelle Andres (Save the Dams) and Darryl Hudson.

Meeting called to order at 4:58pm by Verlyn Coulson.

- **Welcome/Introduction of Guests**
 - Michelle Andres (Save the Dams)
 - Addressed the commission as a follow up to meeting in January. Seeking support from the port.
 - Port will draft a letter of support and commission to sign.
 - Darryl Hudson
 - Inquired if Port obtained appraisal on Sanchez property. Was informed that Sanchez had found a buyer and it was deemed unnecessary to move forward with an appraisal.
- **Approve Minutes of Last Meeting**
 - Commissioners reviewed the January 14th, 2020 minutes. Glenn motioned to approve; Verlyn seconded the motion, all in favor.
- **Review of Financial Statements & Approve Warrants**
 - Commissioners reviewed Financial Statements and signed Warrants issued reports for January 2020.
- **Tenant Updates**
 - Larry Howell
 - Commission decided on a bi-annual payment schedule estimating each payment at \$6,437.58.
 - Longmire
 - Lars is working on alternatives with owner. Will contact lawyer about best options.
 - Sanchez
 - Sanchez has come to an agreement with Ken Broda (Tiddaly Diddalys). Lawyer currently working on a 3-way PSA.
- **Old Business**
 - Dept. of Ecology – Jan. 21st @ Spokane, WA
 - Lars briefly discussed meeting bullet points



- Waiting for Dept. of Ecology to send a letter with points of noncompliance, at that time, Foster Garvey will be ready to appeal and obtain public records to move forward.
- WPPA Ports Day – Jan. 28th @ Olympia, WA
 - Lars attended and met with legislators in regards to Dept. of Ecology meeting. They offered help and support to the Port.
 - No further action will be taken until letter from Dept. of Ecology is received.
- WEDA – Feb. 5th @ Olympia, WA
 - Lars was unable to attend.
- Executive Director – Salary
 - Lauri wrote a detailed performance review for Lars’ salary increase. Will revisit at next scheduled meeting.
 - Will work on new employee evaluation template.
- **New Business**
 - Resolution 03-2020
 - Added annexation clause.
 - Glenn motioned to approve; Verlyn seconded. All in favor.
 - Workshop: March 11th or 12th
 - Commission decided on scheduling workshop for Wednesday, March 11th, 2020 at 2pm.
 - JUB engineers and soil scientists will join to discuss water quality.
 - Public records requests
 - Discussed need to set policies and procedures for records requests.
 - Joe Harris recommended researching RCW and adopting as quickly as possible.
 - Gary Geiger
 - Love in an Elevator (Burger King) had meeting with City of Mattawa, including some council members and city planner.
 - Plans to break ground in beginning of 2021 as they have other scheduled construction for remainder of 2020.
 - Public-Private Partnership: Conference & Expo 2020 – March 2 – 4 @ Dallas, TX
 - Lars feels this conference will be informative and a good use of his time. Registration is \$500 plus travel expenses. Commission approved.



- 2nd SIP Application
 - Lars and commission to brainstorm ideas to be presented at next meeting. Most pertinent discussed were water rights, wastewater improvements and a new building for future clients.
- CERB Meeting
 - Will meet with Janae Delk to discuss potential projects.
- Strategic Plan & Comp Plan Update
 - Fire District offered to help Port put together comp plan in house.
- **Comments**
 - Lars and Cannon expressed need for trailer to clean up trash and items left on Port land. Commission does not want to move forward with any purchase at this time. Glenn offered use of his trailer for time being.
- **Next Regular Commissioners Meeting: March 9th, 2020 @ 5:00pm at Port of Mattawa Office.**
- **Meeting adjourned at 6:55 pm by Glenn Leland.**

Verlyn Coulson

Lauri Dayton

Glenn Leland