



## COMMISSIONERS' MEETING MINUTES

August 25, 2015 – 9:00 a.m.

Those present were:

Chairman, Commissioner Ken Schutte  
Commissioner Terry Thompson  
Commissioner Gary Weaver

Executive Director, Doyle Palmer  
Admin Assistant, Angela Davis

Guests: Tyler Fryberger, Othello Outlook

Chairman Kenny Schutte called the meeting to order.

D. Palmer asked to amend the agenda to add State Auditor's Office visit under OTHER. T. Thompson moved to approve the amended agenda, G. Weaver second and the agenda was approved. G. Weaver moved to approve the minutes from the meeting on August 11, 2015, T. Thompson second the minutes and they were approved. T. Thompson moved to approve the vouchers for August 25, 2015. G. Weaver second the vouchers and they were approved.

D. Palmer reported that work will begin on the hangar pads this week. Also, Ron Melgren one of the occupants of Building 2 sold his plane, and the individual who purchased the plane has taken over the lease. Because there was no lapse, the 30 notice was waived, and Mr. Melgren has been refunded the unused portion of his rent.

There have been a few inquiries into the land in Bruce, but no offers.

A discussion was held regarding who is responsible for the fire hydrants in Bruce. It was the consensus of Commissioners that they belong to the Port since they are on the water line. Chairman Schutte requested an analysis of the fees we bring in and the expenses.

D. Palmer stated that he spoke to Travis Goddard at the city and they should be hearing soon regarding the Block Grant. A discussion was also held regarding grant writers. The commissioners discussed hiring someone and sharing with other small ports vs. contracting and discussed using someone from the Columbia Basin who knows the needs of our area. Adams Co. is taking the lead on the waste water facility and has a grant writer, and the city is taking the lead on the sewer line project. As of right now there are no projects which require someone brought on board right away.

K. Schutte asked about going to visit the waste water facility in Caldwell, and D. Palmer said it would probably be the end of October.

615 S. Broadway has doors, windows and is framed. They started putting the tin up this week, and are schedule to begin the brick work tomorrow.

The Port invited five businesses from our small works roster to bid on the concrete sidewalk and driveway. We received one sealed bid for the project from Dug Excavation in the amount of \$15,724.20. G. Weaver made a motion to accept the bid from Dug Excavation, T. Thompson second the motion and it was approved.

The State Auditor's office was here this week to conduct a single audit of the FAA Grant. It was determined during her visit that it was not necessary, as some of the expenses which were reported in 2014 were actually expended in 2013 there for put us below the threshold required for the audit. Additionally, the amount reported was the entire amount of the project, not just the FAA 90% which added to the overage. The State Auditor is supposed to get back to the Port as to whether or not they will continue the Audit since it was already started.

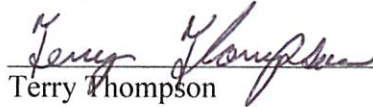
There being no further business K. Schutte adjourned the meeting.



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Kenny Schutte, Chairman



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Gary Weaver



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Terry Thompson



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Attest: Angela Davis, Clerk