

## COMMISSIONERS' SPECIAL MEETING MINUTES

August 13th, 2019 – 9:00 am

Those present were:

Commissioner Gary Weaver

Commissioner Deena Vietzke

Commissioner Kenny Schutte

Executive Director Chris Faix

Executive Assistant Carmon Derting

Guests: Oscar Garza, Andrew Kimmel and Craig Pozega; Great West Engineering, Brian Lindman

Meeting opened at 8:58am

D. Vietzke made a motion to approve the Agenda with G. Weaver requesting the addition of Oscar Garza speaking, K. Schutte second the motion and it was passed. D. Vietzke made a motion to approve the Minutes with the notation of C. Weaver actually being G. Weaver. K. Schutte second the motion and it was passed. K. Schutte made a motion to approve the Vouchers after questions for clarification of City of Othello, Dign-4U and K&L Spray were answered and D. Vietzke second the motion and it was passed.

C. Faix introduced the first guest, Oscar Garza, to discuss his lease at the incubator building. He stated he has an employee for 2 hours a day, 4 days a week, in the morning. He also stated he has been selling cars. It was discussed that there was no visual evidence that his business is open so he will begin putting up an open sign and instruct that the door be open. If he has to leave, he said that he would need at least 90 days.

K. Schutte made a motion that Oscar Garza is to be given a 90-day notice which would be about Nov 15<sup>th</sup>, 2019. D. Vietzke seconded the motion. G. Weaver opposed the motion. The motion passed. A letter that will be written by Sackman will be sent to Oscar Garza.

C. Faix introduced Andrew Kimmel and Craig Pozega from Great West Engineering to discuss the Water Storage Building. They are very interested in working with the Port. Their specialty is on call engineering and will help with finding funding through multiple sources. There were brochures handed to each commissioner. They have asked that a copy of the ad for Statement of Qualification and Application for Professional Service Roster be sent to them.

K. Schutte suggested easing back up the water assessments and increase minimum charges to allocate to the water system, G. Weaver and D. Vietzke agreed. A letter would have to be written to explain the increase. C. Faix and C. Derting will gather the gross income and draft a letter for preview at the September 27<sup>th</sup> Commissioners meeting.



G. Weaver proposed when people ask about leasing a unit in the incubator building to hand them a sheet that lists the guidelines to review. G. Weaver also proposed to allow C. Faix to determine who leases units in the building. All commissioners agreed.

K. Schutte suggested having Charles do white tin on the walls in place of fixing the ball holes. The Port would pay part of it, if needed. C. Faix will call Charles and see where the process of fixing the walls are and talk to him about the tin if the repairs are not finished.

C. Faix introduced Brian Linderman and his guest to discuss possibly leasing a unit. He plans on having a specialty order woodworking business. He is a business startup that does not plan to have any employees and will be open some set hours. The commissioners requested a copy of his business plan and they will review it at the meeting following it being given to C. Faix. There was a discuss of the lease with the changes that are currently being made.

C. Faix updated the commissioners on the weeds that have been mowed. It was discussed and decided that the section near the road be mowed. K. Schutte suggested if the area is done with a disc, that it needed to be seeded with grass at the same time. It was suggested that be done in November. Until then, it can continue to be sprayed, if needed.

C. Faix will call and ask about bids for excavation for the pivots. Maps will be made available for the meeting on the 27<sup>th</sup> for review of where the ditches are.

C. Faix read an update from HDR in regards to the meeting on August 6<sup>th</sup>. The commissioners would like to have Todd Jenson and Todd O'Brian to come and talk to explain different options for the water treatment building. G. Weaver requested a port attorney be present at the meeting.

D. Vietzke suggested that the Port pay for the set up for an embroidered logo and each person supply their own shirt. All of the commissioners agreed. C. Faix and C. Derting with research companies, starting with Pegram, Desert Graphics and companies in Tri Cities.

C. Faix talked to a port lawyer and they suggested that an ad need to run for a PER specifically for the Bruce project. We need to build a roster from that and should not do a direct hire. C. Faix suggested running the specific ad which will delay project for two more weeks. The commissioners agreed.

G. Weaver talked about painting the water tower with the logo. C. Faix has already been talking to a company who also wants to do a maintenance program. C. Faix with ask for just the painting quote to be provided.

D. Vietzke asked about the commissioners' eligibility for FLMA. C. Faix will ask CLA.

With there being no additional business, the meeting was adjourned at 11:07 with motion by K. Schutte and 2<sup>nd</sup> by D. Vietzke.



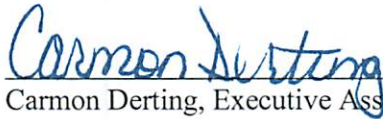
Gary Weaver, Chairman


Kenny Schutte


Deena Vietzke



Carmon Derting, Executive Assistant