

**PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS
REGULAR MEETING
Tuesday, January 10, 2023**

CALL TO ORDER

Commission President Burkman called a regular meeting of the Port of Vancouver Board of Commissioners to order and open to the public at 9:30 a.m., Tuesday, January 10, 2023, at the Port of Vancouver USA Administrative Office, 3103 NW Lower River Road, Vancouver, Washington 98660.

OPENING REMARKS

Commissioner Burkman welcomed everyone to the commission meeting. He announced that no executive session was held and that the meeting is being recorded. He stated this meeting is a hybrid meeting so that along with everyone present in the meeting, anyone who wants to make virtual oral comment can use Zoom. He then invited guests to participate in the Pledge of Allegiance.

APPROVAL OF MINUTES

Special Meeting/Executive Session of December 12, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the December 12, 2022, special meeting/executive session.

Regular Meeting of December 13, 2022

On motion by Commissioner LaBrant, seconded by Commissioner Orange and carried unanimously, the Board of Commissioners approve the minutes of the December 13, 2022, regular meeting.

OPEN FORUM

Commissioner Burkman stated that the agenda invited public comment but indicated no community members registered in advance to provide virtual oral comments. He confirmed that there was no one present who signed up to provide comment.

ACTION ITEMS

E-1 Approve Port of Vancouver USA Board – Election of Officers - 2023

CEO Julianna Marler presented the action item and discussed the election of officers for the 2023 Board.

On motion by Commissioner LaBrant, seconded by Commissioner Orange, and carried unanimously, the Board of Commissioners elects each of the following officers to serve for the year 2023:

President	Commissioner Don Orange
Vice President	Commissioner Eric LaBrant
Secretary	Commissioner Jack Burkman

Incoming president Commissioner Orange chaired the remainder of the meeting.

E-2 Approve Port Organizational Assignments - 2023

CEO Julianna Marler presented the action item and discussed the proposed 2023 port organizational assignments with the Commission.

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners approve the membership assignments for 2023 as presented.

E-3 Approve Change Order #4 for Public Works Contract Bid 22 – 34: Berth 17 Rehabilitation Project

Joel Fairchild, Project Manager presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Board of Commissioners authorize the CEO to execute change order #4 in the amount of \$37,205.74 with Advanced American Construction, Inc. for Public Works Contract Bid 22-34: Berth 17 Rehabilitation Project, revising the total contract amount to \$10,340,861.59 including Washington State Sales Tax.

E-4 Approve Utility Work Agreement between Port of Vancouver and Clark Public Utilities

Thane Giles, Project Manager presented the action item and discussed it with the Commission. He answered questions from the Board.

On motion by Commissioner Burkman, seconded by Commissioner LaBrant and carried unanimously, the Board of Commissioners authorize the CEO to approve the Utility Work Agreement between Port of Vancouver and Clark Public Utilities for an estimated amount of \$689,862.53 including Washington State sales tax.

UNFINISHED BUSINESS

Port Contracts Logs

The commissioners reviewed the port contracts logs. CEO Marler reminded everyone that the contracts logs are provided to the Commission on a monthly basis and are

available on the port's website. There were a couple of questions from the Board that she previously answered.

No additional unfinished business was considered.

NEW BUSINESS

No new business was discussed.

ACCOUNTS PAYABLE

Director of Finance and Accounting Scott Goodrich presented the action item as contained in the Commission's packet and discussed the recommendation with the Commission. He answered questions from the Board.

On motion by Commissioner LaBrant, seconded by Commissioner Burkman and carried unanimously, the Port of Vancouver USA Board of Commissioners, by motion, ratifies and approves the payment of December 2022 Vouchers 112273 – 112602 in the amount of \$5,364,792.54 including Electronic Payments generated between 12/01/2022 – 12/31/2022 in the amount of \$97,670.76 and December 2022 Payroll Checks 51802181 – 51802183 and Payroll Direct Deposits 490001 – 490124 and 510001 – 510126 and 514001 in the amount of \$648,915.06.

CEO REPORT

Project Updates

Matt Harding, Environmental Project Manager provided an update on several port projects, including:

- Purple Martin Update
- Well Decommissioning
- Parcel 3 Berm Landscape Maintenance

COMMISSIONERS REPORTS

Commissioner LaBrant stated he attended the following event:

- Labor Roundtable

Commissioner Burkman stated he attended the following events and meetings and provided a brief summary:

- CEO Marler
- Interstate Bridge Replacement Program Executive Steering Group
- Port Tenant Holiday Event
- Regional Transportation Council

Commissioner Orange wished everyone a happy New Year.

UPCOMING EVENTS

A list of upcoming events was displayed on the screen for viewers to see staff activities and community meetings. CEO Marler stated the next commission meeting scheduled for Tuesday, January 24, 2023, will begin at 9:30 a.m. She also highlighted several other upcoming community events.

CEO Marler reminded everyone of the ways they can communicate with the Commission. She stated there is a great deal of information available on the port's website and encouraged everyone to check it out.

WORKSHOP

No workshop was held during this meeting.

SIGN DOCUMENTS

The Board signed documents at 10:01 a.m.

ADMINISTRATIVE UPDATE / WORK SESSION

No administrative work session was held during this meeting.

ADJOURNMENT


There being no further business to come before the Port of Vancouver USA Board of Commissioners, the Tuesday, January 10, 2023, regular meeting was adjourned at 10:05 a.m. by Commissioner Orange.

Michelle Allan, Executive Services
Manager, January 10, 2023, Regular
Port of Vancouver USA Board of
Commission Meeting

PORT OF VANCOUVER USA
BOARD OF COMMISSIONERS



Don Orange, President



Eric LaBrant, Vice President



Jack Burkman, Secretary