

**PORT OF BENTON
SPECIAL COMMISSION MEETING MINUTES
December 18, 2014**

- A. CALL TO ORDER:** The special Commission Meeting was called to order at 9:30 a.m. p.m.at the Port of Benton Commission Meeting Room, 3250 Port of Benton Boulevard, Richland, Washington. Present were Commissioners Jane F. Hagarty Roy D. Keck and, via telephone conference call, Commissioner Robert D. Larson. Staff members present included Executive Director, Scott D. Keller, PPM®, Director of Finance, Stuart B. Dezember, CPA, Director of Airports and Operations, John D. Haakenson, Director of Economic Development & Governmental Affairs, Diahann C. Howard; Director of Maintenance, Kevin Howard, Administrative Assistant, Kelly Thompson, Real Estate Specialist, Teresa Hancock and Communications and Marketing, Wally Williams. Also present were Roger Wright and Kristi Pihl.
- B. PLEDGE OF ALLEGIANCE:** Wally Williams led those present in reciting the Pledge of Allegiance.
- C. CURRENT BUSINESS:** Roger Wright, RGW Enterprises, reviewed the Columbia Park Trail– Railroad Bridge Replacement Project, explaining the work planned and the necessary outages. He reviewed the bids received with the Commissioners. The lowest responsible bid was submitted by MJ Hughes Construction in the amount of \$1,238,892.44, including sales tax.

A Motion was made by Commissioner Keck, seconded by Commissioner Larson and unanimously passed; granting the Executive Director the authority to accept the lowest apparent responsible bid received from MJ Hughes Construction in the amount of \$1.3M, allowing for approximately 5% retainage for the Columbia Park Trail – Railroad Bridge Replacement Project and to execute the contract documents including the issuance of Notice of Award and Notice to Proceed.

- D. EXECUTIVE SESSION:** The regular Commission meeting was recessed at 9:37 a.m. for an Executive Session to discuss potential real estate negotiations in accordance with RCW 42.30.110 (g). The Commission announced the Executive Session would last no longer than thirty (30) minutes. The Executive Session was adjourned at 10:07 a.m. and the regular Commission meeting was reconvened.

A Motion was made by Commissioner Keck, seconded by Commissioner Larson and unanimously passed; authorizing the Executive Director to purchase the Sigma I building, located at 3190 George Washington Way and continue negotiations on a Memorandum of Agreement with Richmond Hoch to purchase land from the Port.

- F. ADJOURNMENT:** The Commission meeting was adjourned at 10:08 a.m.

Roy D. Keck,
Commission Secretary