

**DOUGLAS COUNTY PORT COMMISSION**  
Wednesday, February 11, 2009

**MINUTES OF THE REGULAR PORT COMMISSION MEETING**

Port of Douglas County Conference Room  
3306 5<sup>th</sup> Street SE  
East Wenatchee, WA 98802

Present: Alan Loeb sack, Commission President  
Jim Huffman, Commission Vice President  
Mark Spurgeon, Commission Secretary  
Pat Haley, Director  
Doug Provo, Business Manager  
Esther McKivor, Administrative Assistant  
Chris Hanson, Waterville Hangar Tenant  
Dale Snyder, Douglas County Commissioner

Commissioner Loeb sack called the meeting to order at 8:40 a.m.

**Consent Agenda**

1. Warrant Register 2009-01-3	Warrants #1003668	\$ 1,565.00
2. Warrant Register 2009-02-1	Warrants #1003669 – 1003688	\$ 9,473.83
3. Payroll Register – February, 2009	Warrants #1003689 – 1003703	\$19,612.58
4. Minutes – January 28, 2009		

**Motion 2-11-01**

Motion: To approve the Consent Agenda.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Carried Unanimously

**RH2 ORP Environmental Mitigation Contract**

Director Haley reported that the Department of Ecology recommended that a fourth monitoring well be installed at the Orondo River Park. RH2 Engineering has provided and amended contract to add to the scope of work for the environmental assistance for ORP gasoline spill site. The amended scope of work will increase the total project amount by approximately \$10,000, which will cover the expense of installation of the fourth monitoring well as required by the Department of Ecology. The Board agreed that this is the appropriate method to resolve the issue with the DOE.

*Dale Snyder in at 8:50 a.m.*

**Motion 2-11-02**

Motion: To authorize Director Haley to sign the Contract Amendment #1 for Environment Assistance ORP Gasoline Spill Site with RH2 Engineering, with the cost not to exceed \$10,000.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Carried Unanimously

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### **Update of Hanson Hangar Relocation Proposal**

There was an in-depth discussion of relocating Chris Hanson's hangar at the Waterville Airport in order to remedy the drainage issue. Director Haley reported that in order to relocate the hangar, the Port must submit a design and follow the permit process with the appropriate agency. Director Haley will consult Pacific Engineering regarding the structural aspect of the hangar relocation. He presented three options for remedying the current drainage issue problem. Option #1: Relocate the current hangar to the new hangar pad for the duration of the current lease term. Option #2: Build a new hangar on the new hangar pad. Option #3: Approach an existing tenant to sublet his hangar to Mr. Hanson. After reviewing the options, the Board concurred that the best approach is to relocate the existing hangar to site 5 of the new hangar pad. The Board directed him to work with the structural engineer to determine relocation cost. Director Haley will convey this information to JUB Engineers, who are working on the Taxiway Planning Project, who in turn will inquire whether WSDOT – Aviation Division will include the hangar relocation expense in the planned taxiway construction grant.

*Chris Hanson out at 9:25 a.m.*

### **Review of Strategic Plan**

Director Haley reviewed and discussed the Statement of Purpose and Strategic Plan of the Port of Douglas item by item. The Board agreed to amend bullet #2 of the Strategic Plan and mention "agricultural marketing and agricultural infrastructure". Further discussion and approval of the Port's Statement of Purpose and Strategic Plan will ensue at the next meeting.

There was a general discussion of the Port's role in economic development. Commissioner Huffman pointed out that the ultimate goal of the Port is to have successful constituents.

Other topics of discussion included cooperative efforts with the Port of Chelan to improve economic health of North Central Washington and Pangborn Memorial Airport and marketing efforts.

### **Independent Contractor Agreement for New Business Services**

Director Haley requested that this agenda item, Independent Contractor Agreement for New Business Services be tabled for another meeting date as the work is still in progress.

### **Financial Report**

The Board accepted and approved the January 2009 Financial Statement.

#### **Motion 2-11-03**

Motion: To accept the January 2009 Financial Statement

Moved: Jim Huffman

Seconded: Mark Spurgeon

Carried Unanimously

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### **Old Business – Manufacturing Summit**

Director Haley reported that the manufacturing summit may include the Douglas County public entities such as the public utility district, sewer district and the water district. The public project is to communicate with the Douglas County businesses and gather information on their growth and their challenges. It will also allow the businesses to network with other business opportunities. Director Haley will prepare a draft agenda for the next commission meeting. The manufacturing summit is scheduled for March 2009. Commissioner Spurgeon iterated that the summit be focused on the manufacturers and not the public agencies.

Commissioner Snyder recommended that a Douglas County Commissioner attend the summit.

### **New Business – Research On Investments New Business Prospects**

Director Haley reported to the Directors of his recent trip to Vancouver B.C. to meet with ROI prospects. He met with executives of four Canadian firms who are interested in relocating or expanding into the Pacific Northwest. Two or three of the firms could be viable prospects.

Director Haley noted that the ROI is planning another mission trip in the Seattle area.

### **Commission Schedule & Upcoming Meetings**

February 17: Joint Meeting with the PMA Governing Board & Douglas County Board of Commissioners,  
1:30 p.m. at 19<sup>th</sup> Street Office, East Wenatchee

February 19: Wenatchee Valley Chamber of Commerce Annual Banquet

February 25: PMA Governing Board & POD Commission Meeting

May 13 - 14: WPPA Spring Meeting, Pasco

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**Motion 2-11-05**

Motion: To adjourn the meeting.

Moved: Mark Spurgeon

Seconded: Jim Huffman

Carried Unanimously

There being no further business to discuss, the meeting was adjourned at 11:50 a.m.

**DOUGLAS COUNTY PORT COMMISSION**

W. Alan Loeb sack, President

James D Huffman, Vice President

Mark M Spurgeon, Secretary

Original signed copy filed at:

Port of Douglas County

3306 Fifth Street SE

East Wenatchee, WA 98802