

DOUGLAS COUNTY PORT COMMISSION

Wednesday, July 8, 2009

MINUTES OF THE REGULAR PORT COMMISSION MEETING

Port of Douglas County Conference Room
3306 5th 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
Baba Moussa, Employment Security Department
Mark Napier, JUB Engineers, Inc.

Commissioner Loeb sack called the meeting to order at 8:36 a.m.

Consent Agenda

Warrant Register 2009-07-1	Warrants 1003976 – 1004010	\$ 73,331.84
July, 2009 Payroll Register	Warrants 1004011 – 1004027	\$ 21,944.83

Motion 07-08-01

Motion: To approve the consent agenda.

Moved: Mark Spurgeon

Seconded: Jim Huffman

Motion carried unanimously.

Waterville Airport Hangar Construction Update

Director Haley updated the Board on the project to install electrical conduit to the hangar pad area. Commissioner Loeb sack reported that the construction of the Hanson's hangar is in progress and the Morgan's hangar is still pending. Director Haley discussed that the County has a new requirement for aircraft hangars with 2,000 sq. ft. or more. It is required that it will need an oil and water separator for spilled oil. The Board concurred that the Port will not install a central vault for collection of aircraft oil and that each individual hangar owner needs to address this building permit requirement.

Orondo River Park Update with Concessionaire

Jeff Smith didn't attend this meeting due to the necessity of repairing the irrigation system control box. Mr. Provo reported that the Orondo River Park had a busy July 4th weekend. He mentioned that ORP had a septic pump problem but it had been repaired and return to normal operation.

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Orondo River Park Update with Concessionaire, Continued
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Director Haley reported that Chelan County PUD will be reimbursing the Port \$25,000 for the construction of the parks irrigation system. The Port expensed a total of \$31,000 for the project, but the agreement entered with the PUD called for a maximum amount of \$25,000.

Old Business – Chicago Trade Show Update

As a member of the Washington Trade Show Group, Director Haley updated the Board of the trade show he attended in Chicago in June. The trade show was mainly for the international plastics industry. He reported that there are three recruitment leads from the trade show.

Baba Moussa in at 9:40 a.m.

Mr. Moussa briefly discussed the economy and his interpretation of the recession today verses the recession about 10 years ago. He commented and repeated his belief of the retirement/home medical care for the seniors and elderly as a positive investment in the Wenatchee Valley community and for employment.

New Business – ROI Contact Update

Director Haley updated the Board of three business leads referred by ROI. He met with the following at the trade show in Chicago:

Cavaform International of St. Petersburg, FL. The company designs and manufactures injection molds and mold components for plastics, medical device and cosmetics industries.

Canterbury Engineering Company, Inc. of Chamblee, GA. This company is a tooling manufacturing facility for tools and molding products.

Pla.to GmbH is based in Koln, Germany. They manufacture waste plastics for industrial component and recycling plants.

Baba Moussa out at: 10:15 a.m.

Mark Napier in at: 10:15 a.m.

Recess: 10:15 a.m.

Reconvene: 10:20 a.m.

Authorization for Waterville Airport Taxiway Reconstruction Project

Mr. Provo requested that the Board approve the grant agreement with WSDOT and authorize Director Haley to sign on behalf of the Port.

Motion 07-08-02

Motion: To approve the grant agreement with WSDOT-Aviation Division for the Waterville Airport Taxiway Reconstruction Project in the amount of \$147,080, which is the State's 90% funding allocation toward the total project cost; and authorize Director Haley to sign on behalf of the Port.

Moved: Mark Spurgeon

Seconded: Jim Huffman

Motion carried unanimously.

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Authorization for Professional Services Agreement at Waterville Airport

Mr. Provo requested that the Board approve the agreement with JUB Engineers for professional services at the Waterville Airport and authorize Director Haley to sign the agreement to sign on behalf of the Port, not to exceed \$34,906. The agreement is to provide construction engineering services during the Waterville Airport Taxiway Reconstruction Project and the amount is included in the grant funding awarded by the State.

Motion 07-08-03

Motion: To approve the Professional Services Agreement with JUB Engineers, Inc. for construction engineering; and to authorize Director Haley to sign the agreement, not to exceed \$34,906.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Motion carried unanimously.

Approval of Granite Northwest Contract for Waterville Airport Taxiway Reconstruction Project

Mark Napier of JUB Engineers had discussion with the Board about the Waterville Airport Taxiway Reconstruction Project. Due to the limited funds WSDOT has available, the apron area of the Waterville Airport was not included in the grant funds for the Taxiway Reconstruction Project. The bid amount for the apron area is \$37,441. The base bid is \$128,516. The Board discussed several options to resolve the issue: to obtain a new bid that may cost less; delete the apron work and resubmit the work next year to WSDOT for funding; or to prepare the base course for the winter and to lessen the final cost to construct next year.

Mr. Napier acknowledged that he will be setting up a pre-construction meeting with the tenants involved at the Waterville Airport. Mr. Napier also said he would discuss improvement options for the apron area with the contractor and provide suggestions to repair this area at a future meeting.

Motion 07-08-04

Motion: To approve the contract with Granite Northwest for the Waterville Airport Taxiway Reconstruction Project, in the amount of \$128,516, and authorize Director Haley to sign the contract on behalf of the Port and to issue a Notice to Proceed.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Motion carried unanimously.

New Business – Trail Stakeholders Meeting Update

Commissioners Huffman and Spurgeon reported on the meeting which was held to receive public input on how the WSDOT could best surplus the property of its public right of way land along the East Wenatchee riverfront of the Columbia River. WSDOT is exploring options for this property since it is no longer need for expansion of the highway.

Action Item List

The Board reviewed the Action Item List.

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Commission Schedule & Update Meetings

July 9 – 10: WPPA Port Director's Seminar, Port Ludlow

July 10 & 11: Waterville Days

July 22: PMA Governing Board Meeting

Executive Session for Staff Review, Estimated Time 15 Minutes

Into time: 11:10 a.m.

Out of time: 12:45 p.m.

No action taken.

There being no further business to discuss, the meeting was adjourned at 12:45 p.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*