

**DOUGLAS COUNTY PORT COMMISSION**

Wednesday, October 28, 2009

**MINUTES OF THE REGULAR PORT COMMISSION MEETING**

Port of Douglas County Conference Room  
3306 Fifth Street SE  
East Wenatchee, WA 98802

Present: Alan Loeb sack, Commission President  
Jim Huffman, Commission Vice President  
Mark Spurgeon, Commission Secretary (Excused Absence)  
Pat Haley, Director  
Doug Provo, Business Manager  
Esther McKivor, Administrative Assistant  
Thad Brewer, Port Maintenance Manager  
Baba Moussa, Employment Security Department  
Michelle Mihalovich, The Wenatchee World  
Char & Jeff Smith, Orondo River Park Concessionaire

Commissioner Loeb sack called the meeting to order at 10.55 a.m.

**Consent Agenda**

Warrant Register 2009-10-2	Warrants 1004234 - 1004249	\$10,594.08
Payroll Register October 31, 2009	Warrants 1004250 – 1004259	\$11,614.31

**Motion 10-28-01**

Motion: To approve the October, 2009 warrants.  
Moved: Jim Huffman  
Seconded: Alan Loeb sack  
Motion carried unanimously.

**Waterville Taxiway Improvement Change Order #3**

Mr. Provo reviewed Change Order #3. It consisted of additional rocks; adjustments for the original amount of painting of the striping of the taxiway; omitting the cost of hydro seeding and the modification of the additional drainage along side the hangars. Change Order #3 is in the amount of \$10,592.16, tax included. The original contract for the Waterville Taxiway Reconstruction Project was \$128,516.76. The new contract amount is \$142,608.12; an increase of 11%.

**Motion 10-28-02**

Motion: Move to approve Change Order #3 for the Waterville Taxiway Reconstruction Project contract, on condition of successful receipt of State Grant Funds for the additional cost.  
Moved: Jim Huffman  
Seconded: Alan Loeb sack  
Motion carried unanimously

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### **Waterville Taxiway Improvement Change Order #3 - Continued**

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Mr. Brewer gave a brief update on the maintenance improvement at Waterville Airport. Director Haley commended Mr. Brewer for the fine work done to improve the hangar pads, including the challenging tenant issues and the trenching for installation of the electrical lines. Commissioners Loeb sack and Huffman also discussed and requested that Mr. Brewer update and document the as-built files, to include drawings.

### **Joint Operating Agreement Modification Agreement**

Director Haley reported that a meeting took place with Port's Counsel Jay Johnson, Peter Fraley and Mark Urdahl of Port of Chelan. They reviewed the history and Port of Chelan's participation of the Sewer Improvement Project. It was agreed that the Interlocal Agreement #2 which provided for a 38% contribution by the Port of Chelan to the local match of the sewer financing would not be terminated. The Lease Agreement between Pangborn Memorial Airport and Port of Douglas County would be modified to terminate the obligation to payment for the Cherry Harvest Tent Camp. Director Haley requested for authorization to sign the Modification of the Lease Agreement-Business Park Lease Agreement #1 to terminate the lease of the Cherry Harvest Tent Camp.

#### **Motion 10-28-03**

Motion: To authorize Director Haley to sign the Modification of the Lease Agreement-Business Park Lease Agreement #1 to Terminate the Cherry Harvest Tent Camp.

Moved: Jim Huffman

Seconded: Alan Loeb sack

Motion carried unanimously

*Char & Jeff Smith in at 11:20 a.m.*

### **Orondo River Park Lease Agreement Renewal**

Char & Jeff Smith gave a brief operational report of Orondo River Park. Revenues were average with the exception of June, which was very profitable. Mrs. Smith reported that the closing of the Beebe Bridge had some effect on their business. The fuel pump concession didn't do well and jet ski rentals were down. The sub-concessionaire encountered financial difficulties purchasing fuel and he had no proof of insurance to provide jet ski rentals. Mrs. Smith recently made an important operational commitment in her family's business and preferred not to enter into another 5-year lease agreement with the Port. Mr. and Mrs. Smith requested that they would renew the Orondo Park Lease Agreement on a year to year basis.

#### **Motion 10-28-04**

Motion: To approve and renew 1-year Maintenance, Operation and Concession Agreement of the Orondo River Park to Jeff and Char Smith.

Moved: Jim Huffman

Seconded: Alan Loeb sack

Motion carried unanimously

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**New Business – Pangborn Memorial Airport Property Development Ideas**

Agenda item was tabled for future meeting.

**Old Business – Update of Waterville Urban Growth Boundary Amendment**

Director Haley reported the Town Council approved the Waterville Urban Growth Boundary Amendment and it is scheduled for Spring 2010 finalization with the Douglas County Planning Commission.

**Action Item List**

The Board reviewed the Action Item List.

**Commission Schedule & Upcoming Meetings**

- November 5 – WPPA Personal Services Contract Training, SeaTac
- November 10 – Port of Douglas County Commission Meeting
- November 11 – Port of Douglas Office Closed for Veteran’s Day
- November 18 -20 – WPPA Annual Meeting, Renaissance Seattle Hotel
- November 25 – PMA Governing Board Meeting & POD Commission Meeting
- November 26 & 27 – Port Office Closed for Thanksgiving
- December 17 – Special PMA Governing Board Meeting

Mr. Brewer gave a brief report on the OSHA seminar he attended.

There being no further business to discuss, the meeting was adjourned at 12:15 p.m.

**DOUGLAS COUNTY PORT COMMISSION**

W. Alan Loeb sack, President

James D. Huffman, Vice President

***EXCUSED ABSENCE***

Mark M. Spurgeon, Secretary

Original signed copy filed at:

*Port of Douglas County  
3306 Fifth Street SE  
East Wenatchee, WA 98802*