

DOUGLAS COUNTY PORT COMMISSION

Wednesday, December 23, 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
Pat Haley, Director
Doug Provo, Business Manager
Esther McKivor, Administrative Assistant
Mel Henkle, Accountant
Jay Johnson, Legal Counsel
Baba Moussa, Employment Security Department
Mike Armstrong, Port of Chelan County

Commissioner Loeb sack called the meeting to order at 8:35 a.m.

Consent Agenda

Meeting Minutes December 9, 2009
Warrant Register 2009-12-2
Payroll Register December 31, 2009

Warrants #1004347 – 1004363 \$18,149.11
Warrants #1004364 – 1004377 \$19,986.55

Motion 12-23-01

Motion: To approve the consent agenda.
Moved: Jim Huffman
Seconded: Mark Spurgeon
Motion carried unanimously.

Approve Resolution 09-09

Resolution 09-09 cancels Warrant #1004098 to Cascade Analytical Inc. for \$27.50.

Motion 12-23-02

Motion: To approve Resolution 09-09 to cancel Warrant #1004098 to Cascade Analytical Inc. in the amount of \$27.50 and approve Warrant #1004347 to replace Warrant #1004098.
Moved: Mark Spurgeon
Seconded: Jim Huffman
Motion carried unanimously.

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Resolution to Approve Use of Designated Budget Funds

Mr. Johnson reviewed with the Board the designated budget reserve funds resolutions and corrected and approved with the following changes:

A Non-Budgeted Cash Flow Reserve Account – Omit the word “Emergency” and include “Non-Budgeted” Cash Flow Reserve Fund.

Motion 12-23-03

Motion: To approve the Non-Budgeted Cash Flow Reserve Account Resolution 09-12 as corrected.

Moved: Mark Spurgeon

Seconded: Jim Huffman

Motion carried unanimously.

Special Projects/PMA Reserve Account – Item 4: Eliminate word “extraordinary”.

Motion 12-23-04

Motion: To approve the Special Projects/PMA Reserve Account Resolution 09-13 as corrected.

Moved: Mark Spurgeon

Seconded: Jim Huffman

Motion carried unanimously.

IDD Capital Funds Carry-Over Account – Item 3: Include “which are not otherwise prohibited by any applicable Bond Covenants.” after the phrase RCW Chapters 53.25 and 53.26.

Motion 12-23-05

Motion: To approve the IDD Capital Funds Carry-Over Account Resolution 09-14 as corrected.

Moved: Mark Spurgeon

Seconded: Jim Huffman

Motion carried unanimously.

Mr. Moussa updated his view on the economy. Health care is still the most viable industry and strength in the NC Washington. Tourism and the hospitality industry have been hit hard. Commissioner Spurgeon inquired about agricultural tourism. Commissioner Huffman also mentioned that the energy sector will have an important contribution to the economy and the Port of Douglas should keep in touch with the Douglas County PUD on these issues.

Director Haley will ask Jim Fletcher to research the health care industry issues and how the Port may get involved.

Baba Moussa out at 9:18 a.m.

Jay Johnson out at 9:25 a.m.

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Resolution 09-10 to Approve 2009 Supplemental Budget

Director Haley reviewed audit and election expenses. After further discussion, the following motion was made:

Motion 12-23-06

Motion: To approve Resolution 09-10 to adopt Port of Douglas County 2009 Supplemental Budget.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Motion carried unanimously.

Resolution 09-11 to Approve 2010 Budget

Director Haley reviewed the final 2010 Budget. He noted that the tax levy rate note will be adjusted.

There was a brief discussion on the Jones Strategic shared services project, with emphasis on the PMA fire fighting staffing needs.

Director Haley will check to insure that the report prepared by Jim Fletcher regarding PMA aviation clusters has been made available to the Port of Chelan and PMA.

Motion 12-23-07

Motion: To approve Resolution 09-11 to adopt Port of Douglas County 2010 Budget.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Motion carried unanimously.

Mel Henkle out at 10:10 a.m.

Recess 10:10 a.m.

Reconvene 10:20 a.m.

Motion to Approve Closeout of Waterville Airport Taxiway Reconstruction Project

Mr. Provo reported the Waterville Airport Taxiway Reconstruction Project is not ready to close. The state must first verify that prevailing wages were paid before the closing can be initiated.

Old Business – ROI Update

Director Haley reviewed his upcoming meetings with prospective tenants as referred by ROI which will be held in January 2010. The previous business referrals dealt mainly in wood and food products and data centers. Commissioner Loeb sack recommended follow-up marketing contacts with previous prospects which may now be capable of doing a re-location due to the slightly improved economic situation.

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Mike Armstrong in 10:43 a.m.

Mr. Armstrong updated the Board on current legislation, including a WPPA-backed bill to help ports obtain clarification of public document requests.

Action Item List

The Board reviewed the Action Item List.

Commission Schedule & Upcoming Meetings

December 25 – Port Office Closed for Christmas

December 30 – Staff & Commissioner Holiday Gathering – Port of Douglas Conference Room, 6 – 9 p.m.

January 8 – Green Ports Conference, SeaTac – Jim Huffman to attend

January 13 – POD Commission Meeting and DCDC Meeting

January 21-26 – Mark Spurgeon, out of town

January 27 – PMA Governing Board & POD Commission Meeting

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

DOUGLAS COUNTY PORT COMMISSION

W. Alan Loepsack, 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*