

DOUGLAS COUNTY PORT COMMISSION

Wednesday, January 28, 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
Chris Hansen, Waterville Airport Hangar Tenant
Dave Barnes, Barnes Welding
Mark Napier, JUB Engineers – Project Manager

Commissioner Loeb sack called the meeting to order at 10:30 a.m.

Consent Agenda

- | | | |
|-------------------------------|----------------------------|-------------|
| 1. Warrant Register 2009-01-2 | Warrants 1003652 - 1003667 | \$28,222.16 |
| 2. Minutes – January 14, 2009 | | |

Motion 1-28-01

Motion: To approve the Consent Agenda.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Carried Unanimously

Mark Napier in at 10:37 a.m.

Approval of Small Business Development Center / WSU Interagency Agreement

Wenatchee Valley College discontinued the Small Business Development Center contract with the Ports of Chelan and Douglas Counties; however, Washington State University offered a similar agreement at no additional charge than the WVC contract. The agreement with WVC to provide the SBDC services will end June 30, 2009. Director Haley noted that under the current ADO contract, the Port is required to provide small business development consulting and that it does this by virtue of its contract for services with the SBDC. The Directors approved the SBDC contract with WSU, noting that WSU already serves as the umbrella organization for SBDC Program.

Motion 1-28-02

Motion: To approve the SBDC contract with Washington State University and authorize Director Haley to sign the contract on behalf of the Port of Douglas County, in the amount of \$10,000 per year.

Moved: Jim Huffman

Seconded: Mark Spurgeon

Carried Unanimously

Dave Barnes in at 10:45 a.m.

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Waterville Airport Taxiway Planning Update

Mr. Napier from JUB Engineers updated and reviewed the WV Airport Taxiway Planning. The meeting is to review and gain feedback with the Board, Chris Hansen and Dave Barnes, both tenants at the Waterville Airport. Mr. Napier explained the proposed layout of the new taxiway and held a discussion to find common grounds to accommodate the tenants and their usage at the airport. The in-depth discussion was on the following items: minimizing drainage of the field and channeling it into a swale, relocating Mr. Hansen's hangar to resolve the drainage issue, paving around the area for a fueling pad, grading and paving, and drainage issues during winter and snow removal. The discussion ensued to determine the best method and location to use to relocate the Hansen hangar in order to permanently resolve the low spot/drainage issue which currently exists along the taxiway. The Board agreed that Mr. Napier summarize the scope of work that needs to be done and report back the options and what the costs will be. Commissioner Loeb sack stressed that these changes don't jeopardize the actual schedule on the taxiway planning work.

Chris Hansen out at 10:55 a.m.

Doug Provo, Mark Napier, Dave Barnes out at 12:05 p.m.

Old Business - NHThree Update

Commissioner Huffman reported that he and Director Haley met with Doug McKinley of NHThree and Terry Brewer of Grant County EDC in Quincy. Doug McKinley will be working with Terry Brewer as Grant County is a better location for the NHThree project.

Old Business - Vancouver, B.C. Travel

Director Haley reported Research on Investments (ROI) obtained 3 Port business prospects whom he will be meeting with on February 3rd and 4th in Vancouver, B.C. The companies include a distributor of athletic apparel, manufacturer of food products and a laminate veneer lumber outlet. Director Haley will report back to the Directors at the next Commission Meeting.

New Business - Office Cabinet Purchase

Director Haley relayed to the Directors that the cabinets and shelving in the Port's administrative office is old and not very functional. Commercial Millwork provided the Port with a proposal of custom built cabinets, installed, in the amount of \$2,900. Director Haley noted that the funds have been budgeted for office improvements. The Board approved the proposal of \$2,900 for the new cabinets.

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Commission Schedule & Upcoming Meetings

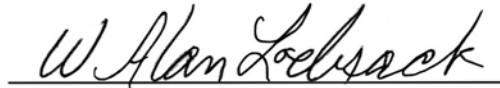
February 11: Next Commission Meeting

February 19: Wenatchee Valley Chamber of Commerce Annual Banquet

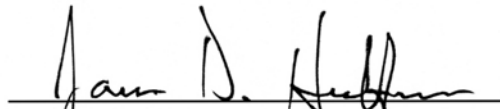
May 13 - 14: WPPA Spring Meeting, Pasco

There being no further business to discuss, the meeting was adjourned at 1:50 p.m.

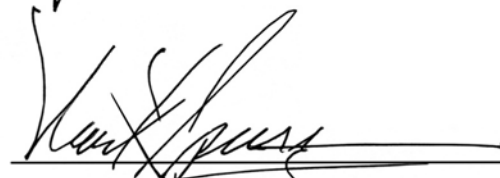
DOUGLAS COUNTY PORT COMMISSION



W. Alan Loebsock, President



James D. Huffman, Vice President



Mark M. Spurgeon, Secretary