



BOARD OF COMMISSIONERS

“Special Meeting” Minutes

328 Olds Station Rd, Suite A, Wenatchee, WA 98801

Thursday, July 19th, 2007

10:30 am

Present: Michael H. Mackey, President
 JC Baldwin, Vice President
 Craig Larsen, Secretary
 Mark Urdahl, Executive Director
 Pete Fraley, Legal Counsel
 Monica Lough, Internal Auditor
 Ron Johnston-Rodriguez/Dir-Economic Develop
 Dayle Rushing, Property/Risk Director
 Laura Jaecks, CTC Director
 Pat Moore, Airport Manager
 Judy Bradford, Recording Secretary
 Carleen Elliott, Accounting Assistant
 Aimee Pope, Ass't to Economic Development
 Jon Eberle, Real Estate Engineer
 Karen Kornher, Engineering Consultant

Consent Agenda

The consent agenda consisting of the minutes of the June 20th, 2007 Commission meeting, a Cell Phone Stipend Policy, a Logo Clothing Allowance Policy, and Interlocal Agreement with Lake Chelan School District for Plug-In Hybrid Bus, a Resolution No. 2007-08 voiding a warrant issued but deemed to be lost, Pangborn register pages (1084-1087), and Port register pages (#2089-#2097) was presented for Commission consideration.

Motion No. 07-01-07
Moved By: JC Baldwin
Seconded By: Craig N. Larsen

To approve the consent agenda as presented consisting of the approval of the minutes of the June 20th, 2007 Commission meeting, a Cell Phone Stipend Policy, a Logo Clothing Allowance Policy, an Interlocal Agreement with Lake Chelan School District for Plug-In Hybrid Bus, a Resolution No. 2007-08 voiding a warrant issued but deemed to be lost, Pangborn register pages (1084-1087), and Port register pages (#2089-#2097) including the following:

| <u>Register Page:</u> | <u>Voucher:</u> | <u>Total</u> |
|--------------------------|---|---------------------|
| #2089--June 2007 Payroll | 6/29/07 #11338- 11345 & electronic payroll deposits | \$ 62,282.66 |
| #2090--June Month End | 6/29/07 #11346--11349 | 9,257.74 |
| #2091 -- Special Reg Pg | 7/2/07 #11350 | 2,808.00 |
| #2092 -- Capital | 7/19/07 #11351 --11354 | 103,564.57 |
| #2093-- CTC | 7/19/07 #11355 -- 11371 | 41,462.93 |
| #2094-- June bills pd | 7/19/07 #11372-- 11393 | 59,865.46 |
| #2095 -- Same | 7/19/07 #11394-- 11415 | 53,682.22 |
| #2096 -- Same | 7/19/07 #11416 -- 11417 | 610.00 |
| #2097 June Expns Reimbrs | 7/19/07 #11418 -- 111425 | 1,623.56 |
| | | \$335,157.14 |

80 warrants totaling \$ 335,157.14 for approval July 19, 2007.

Motion carried.

Mark Urdahl noted for the record the new policies are effective July 1st, 2007.

Pangborn Memorial Airport Update

MHM___ JCB___ CNL___

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Pat Moore reported land acquisitions for the airport are moving ahead slowly. Pete Fraley added Pat has negotiated for the missing term which is basically the width of the runway with C & O. Sellers have agreed to the \$1.15 million dollar purchase price subject to an adjustment in the square foot price as the eastern boundary maybe adjusted which takes into consideration the Grant Road boundary.

Fraley also provided an update on the O'Kelly transaction. Port has suggested the seller consult an attorney. Staff will ask the Airport Governing Board to approve up to a \$1,000 reimbursement for legal fees to the sellers when the transaction successfully closes.

The FAA has been kept informed of the developments on these purchases as they occur.

Moore reported the funding for the lead-in lighting was approved and has been received. However, the pilot controlled lighting is experiencing a problem, and may need additional funding. Airport staff will look for grant funding, but may need to borrow necessary funds to complete the project until the grant funds are received.

She also reported a resolve to the airport staff issue. It appears it has been worked out internally with existing staff for the next nine months which should allow ample time for training of staff.

Director's Report

Addendum to Purchase & Sale Agreement on Cashmere mill property

Pete Fraley reviewed the substantive points of the addendum to the purchase and sale agreement with Commissioners. The Port expects to have the results from the wood waste/methane study and the ALTA boundary survey of the property by the later part of August. Commissioners should be able to review the feasibility study results by the 20th.

Jon Eberle reported Lysacker is anxious to close the transaction.

Motion No. **07-02-07**

Moved By: *JC Baldwin*

Seconded By: *Craig N. Larsen*

To authorize the Executive Director to sign the addendum to the Purchase and Sale

Agreement on the Cashmere mill property as presented.

Motion carried.

IB #2 Small Works Project

Pete Fraley explained this item was settled as part of the NW Skills Center remodel when it was discovered there was no sewer connection. The Port is responsible for the sewer connection which must be done before a grease trap can be installed. At that time, the Port agreed to take the lead on the project to obtain a sewer connection and install a grease trap. Eastmont School District will reimburse the Port for the installation of the grease trap.

Motion No. **07-03-07**

Moved By:

Seconded By:

To authorize the Executive Director to solicit small works roster bids for the project at Port Industrial Building #2 at an estimated cost of \$70,000, as presented.

Motion carried.

Update on Stormwater Permitting Process

Karen Kornher updated the Commissioners on the Chelan County's efforts to create a stormwater utility to take over the Port's Olds Station stormwater system. County will perform soil tests in the Olds Station area.

Kornher will report back to the Commissioners once the testing is done.

Update from Economic Development Director

Ron Johnston Rodriguez and Aimee Pope updated Commissioners on the various activities and projects they have been working on, including the Port's Power-Up! Summit held May 14-15, the

pilot project funding application with Senator Cantwell's office, outdoor recreation cluster relating to the Upper Columbia Water Trail, the wine cluster events scheduled for late summer early fall, the ADO contract with the State, and an application for the innovation zone designation.

Executive Session

Regular session recessed to executive session at 11:35 am to discuss potential litigation and real estate matters.

Regular session reconvened at 12:01 pm and immediately adjourned with no action taken.

Dated and approved this 1st day of August, 2007.

BOARD OF COMMISSIONERS

Michael H. Mackey, President
JC Baldwin, Vice President
Craig N. Larsen, Secretary