



PORT OF CHELAN COUNTY
Board of Commissioners
Meeting Minutes
238 Olds Station Rd, Suite A, Wenatchee, WA 98801
July 22nd, 2009
8:30 am

- Present:** Michael H. Mackey, President
 Craig N. Larsen, Vice President
 JC Baldwin, Secretary
 Mark Urdahl, Port of Chelan Co/Executive Director
 Pete Fraley, Port of Chelan Co/Legal Counsel
 Monica Lough, Port of Chelan Co/Internal Auditor
- Dayle Rushing, Port of Chelan Co Property/ Facilities
 Laura Jaecks, CTC Manager
 Judy Bradford, Recording Secretary
 Jon Eberle, Real Estate Consultant
 Karen Kornher, Engineering Consultant
- Others:** Steve Tramp, Comfort Inns & Suites
 Steve Hair, KOHO Radio
- Allison Williams, City of Wenatchee

The meeting was called to order by Commission President Mike Mackey at 8:30 a.m.

CONSENT AGENDA

The consent agenda was presented for consideration:

Motion No. 07-02-09
 Moved By: JC Baldwin
 Seconded By: Craig N. Larsen
 To approve the consent agenda as presented consisting of the Port register pages (#2265 - #2271) consisting of the following:

<u>Register Page:</u>	<u>Date Issued</u>	<u>Voucher:</u>	<u>Total</u>
		#13174- 13181 & electronic payroll deposits	86,939.57
#2265 --June 2009 Payroll	6/30/09		
#2266-- June Month End	6/30/09	#13182- 13197	44,747.60
#2267- Capital	7/22/09	#13198 - 13199	81,263.02
#2268-- CTC	7/22/09	#13200- 13212	66,832.14
#2269- June bills paid	7/22/09	#13213--13234	178,178.31
#2270- Same	7/22/09	#13235- 13257	88,684.27
#2271-June Expns Reimbrse.	7/22/09	#13258-- 13264	1,846.50
			\$ 548,491.41

91 warrants totaling \$548,491.41 for approval July 22, 2009.

Motion Carried.

The Port of Chelan County Commission meeting was recessed at 8:31 am for a Pangborn Memorial Airport Governing Board meeting.

The Port of Chelan County regularly scheduled commission meeting was reconvened at 9:53 am.

Executive Directors Report

Addendum to Professional Services Agreement with Max Glide dba Firefly Technologies

Judy Bradford provided a brief overview of the Addendum which adds a managed care program to the Professional Services Agreement with Firefly thereby providing technical maintenance and support for the Port's technology, computer network, and equipment for a standard monthly fee. It is anticipated the managed care program will save the Port in excess of \$3,000 dollars in technician fees in a year. Bradford explained the addendum is effective retroactively to July 1st, 2009, which provides the Port

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savings on technician's work scheduled and completed during July with the understanding the addendum would have been in effect.

Brief discussion with the following action taken:

Motion No. 07-03-09
Moved By: JC Baldwin
Seconded By: Craig N. Larsen
To approve an addendum to the Professional Services Contract with Firefly as presented retroactive to July 1st, 2009 and to authorize the Executive Director or Business Manager to sign. Motion Carried.

City of Wenatchee Moorage Project

Mike Armstrong provided a brief history of the proposed Orondo Street moorage project. Allison Williams, Executive Services Director for the City of Wenatchee updated the commissioners to current status on the project: after rebidding the project, the City is \$160,000 short on project funding. The bids came in over budget and in excess of the engineers' estimate. Handout attached.

The City requested the Port share in the \$160,000 additional cost with the City on a cost sharing basis above the \$200,000 previous committed by the Port to the moorage project.

Discussion ensued. Pete Fraley suggested an amendment to the existing Interlocal Agreement with the City of Wenatchee to increase the Port's participation up to a maximum of \$280,000, requiring the additional \$160,000 of cost be on a 50/50 shared basis, with the Port paying a maximum of \$80,000 above the \$200,000 already approved.

Motion No. 07-04-09
Moved By: Craig N. Larsen
Seconded By: JC Baldwin
To amend interlocal agreement with the City of Wenatchee on the Orondo St Moorage project to reflect that any additional funding necessary over \$673,000, the Port would pay 50 cents on every additional dollar up to a maximum additional contribution by the Port of \$80,000 for a total contribution to the project by the Port of \$280,000. Motion Carried.

Allison reported the in-water work window for this project is scheduled for September.

Sign Package for Comfort Inns & Suites Building

Pete Fraley briefly explained that previously three wall signs were approved for the northwest tower portion of the hotel. Two new entry signs being proposed should have been part of the original design approval. The process to approve the signs is to amend the original commission motion # 01-07-09 approving the design package to include the signs.

Fraley then briefly reviewed the three wall signs in size and location with commissioners. One meets the size requirements and is a simple relocation. The two other signs are greater in size and both require a variance to be granted because they exceed the size previously approved.

Dayle Rushing shared input from neighbors adjacent to the new building. All comments were of a positive nature and there were no negative comments to the building construction so far or on the proposed signage. Penny Properties and Laura Mounter both are willing to accept whatever the Port decides on the sign variance request. Rushing reported the variance fee has been paid.

Steve Tramp briefly reviewed his request as already explained; and reported building construction is ahead of schedule. The hotel is planning for an October opening.

Fraley did report that the two wall signs exceed the sign extension requirement from the building, and this would be included as part of the variance.

After a brief discussion, the following actions were taken:

Motion No. 07-04-09
Moved By: JC Baldwin
Seconded By: Craig Larsen
To amend previous commission motion #01-07-09 regarding the design approval associated

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with the hotel being constructed by Tramp Investments to include the two entry signs and the location for three wall signs as presented. Motion Carried.

Motion No. 07-05-09
Moved By: JC Baldwin
Seconded By: Craig Larsen

To grant a variance from the sign covenants to allow 2 signs on the northwest corner of the hotel to exceed the dimensional limitations in the covenants, provided the 2 signs do not exceed the dimensions set forth in the recommendation by Choice Hotels International. Motion carried.

ESD contract renewal for Management and Support of the CTC Videoconferencing Network

Laura Jaecks reported this contract is a consolidation and a renewal of a previous contract the Port had with the ESD. The new contract would provide technician coverage Monday through Friday during normal working hours, and after-hours coverage into one contract for \$75,000 for the next year. This is less than a \$300 increase for the same level of service. The price will not change during the year. This contract is for the CTC videoconferencing network only. It is separate from the computer lab support provided by the ESD.

Discussion ensued with the following action taken:

Motion No. 07-06-09
Moved By: JC Baldwin
Seconded By: Craig N Larsen

To authorize an agreement with the North Central ESD for management and technical support of the CTC Videoconferencing network as presented, and authorize the Executive Director or the CTC Manager to sign. Motion Carried.

Cashmere Mill Site Update

Karen Kornher updated commissioners on scheduled site prep work at the Cashmere mill site. The first project will be the demolition of the Lysacker building which has asbestos. The disposal of the asbestos mixed with the concrete will be discussed with the contractor. Double bagging of the material may be required.

The plan is to clear the site of all trees and concrete. The Port is seeking a shoreline exemption to move forward with the clearing of the ground to the outer edge and to hydro-seed the property..

One of the neighbors has requested a fence which the Port will install. The existing access road will be maintained.

Key issues: 1) no objections from neighbors to the installation of a berm with a fence on the top; 2) removal of the concrete and asphalt; and maintaining the main water line as well as the live water line to one of the neighbors. All other water lines will be removed.

The engineers are finalizing the design to the work to be done, and the work should go out to bid soon.

Announcement

Pete Fraley announced an update item: the NW Skill Center transaction may close within the next couple of weeks.

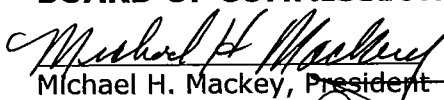
Executive Discussion

Regular session recessed to executive session at 11:00 am to discuss real estate matters and potential litigation.


Regular session was reconvened at 11:25 am and immediately adjourned with no action taken.

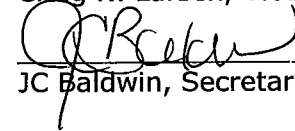
Dated and signed this 6th day of August, 2009.

BOARD OF COMMISSIONERS


Michael H. Mackey, President
MHM / JCB

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Craig N. Larsen, Vice President


JC Baldwin, Secretary