



**PORT OF CHELAN COUNTY**  
**Board of Commissioners Meeting**  
**Meeting Minutes**  
**125 Easy St, Wenatchee, WA 98801**  
 January 17<sup>th</sup>, 2007  
**9:00 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  
 Dayle Rushing, Property/Risk Manager
- Ron Johnston-Rodriguez, Economic Development Director  
 Laura Jaecks, CTC Building Manager  
 Judy Bradford, Recording Secretary  
 Pat Moore, Airport Manager
- Jon Eberle, Real Estate Engineer  
 Chris Rader, Media Relations Consultant  
 Karen Kornher, Engineering Consultant
- Others:** Bill Stokes, Chelan Co Citizen  
 Bruce Baguley, NOPA
- Lisa Parks, Alliance Consulting  
 Sebastian Moraga, Wenatchee Business Journal

Commission President Mike Mackey called the meeting to order at 9:03 am.

**Consent Agenda**

The consent agenda consisting of approval of the Commission officers for 2007: President-Mike Mackey, Vice President-JC Baldwin and Secretary-Craig Larsen, of the Pangborn Airport Register Pages (#1065-#1066), and of the Port Register Pages (#2042-#2049) was presented for consideration.

**Motion No.** 01-06-07  
**Moved By:** Craig N. Larsen  
**Seconded By:** JC Baldwin

*To approve the consent agenda consisting of as presented approval of the Commission officers for 2007: President-Mike Mackey, Vice President-JC Baldwin and Secretary-Craig Larsen, of the Pangborn Airport Register Pages (#1065-#1066), and of the Port Register Pages (#2042-#2049) consisting of the following:*

<u>Register Page:</u>		<u>Voucher:</u>	<u>Total</u>
		#25483- 25490 & electronic payroll deposits	\$ 59,091.10
#2042--Dec 2006 Payroll	12/29/06	#10835 -- 10840	102,370.51
#2043-- Dec Month End	12/29/06	#10841	6,062.83
#2044--Special Register Page	1/2/07	#10842	8,876.98
#2045-- Capitalized	1/17/07	#10843 -- 10855	66,224.23
#2046-- CTC	1/17/07	#10856-- 10878	122,093.01
#2047-- December bills paid	1/17/07	#10879-- 10889	33,173.17
#2048 -- Same	1/17/07	#10890 -- 10898	1,705.32
#2049--Dec '06 Expns Reimbrs	1/17/07		<b>\$ 399,597.15</b>

*71 warrants totaling \$ 399,597.15 for approval January 17, 2007.*

*Motion Carried.*

**Pangborn Airport**

***Contract with RH2 for the security fencing project***

Pat Moore reported this project will complete the fencing around the airport, and will be paid entirely with PFC (passenger facility charges) user fees in total. Moore requested permission to sign the design contract with RH2 Engineering.

Commissioner Mackey noted Mr. Baguley is video taping the meeting.

**Motion No.**            **01-07-07**

**Moved By:**            **JC Baldwin**

**Seconded By:**        **Craig N. Larsen**

*To approve a contract with RH2 Engineering for professional services related to the design and construction of security fencing as presented. Motion Carried.*

### **Update**

Pat Moore provided a brief report on the meeting with the Douglas County Commissioners on Monday. Airport staff and consultants reviewed the agenda for the joint planning commission meeting scheduled for Jan 17<sup>th</sup> with the Douglas County Commissioners.

Moore reported there was a slip and fall in the parking lot at the airport last month. The person broke his hip in the fall. Moore expressed a need for the airport to purchase a sander to sit on the back of the flat bed truck to be able to sand the parking lot adequately. She would also like to add a snow blade for the front of the truck to the purchase. The purchase will be approximately \$12,000. There is a line item in the airport budget for this year for a new forklift. The airport staff is willing to give up the new fork lift currently in the budget for a new blade and sander for use this season.

Fraley commented the expenditure would probably require an amendment to the budget approved by the Governing Board and should be added to the agenda for the governing board meeting next Tuesday.

Moore reported the Port of Douglas County discussed this at their meeting last week and found the request to be reasonable; however, the Port of Douglas County did not take any formal action on it.

Discussion ensued. This request will be presented at the Airport Governing Board Meeting on Tuesday.

It was noted for the record that Commissioner Mike Mackey, Commissioner Larsen, Mark Urdahl, and Ron Johnston-Rodriguez will be at the joint planning commissions meeting in East Wenatchee tonight.

### **Confluence Technology Center**

#### **Update**

Laura Jaecks reported she had her first face-to-face meeting with the Cascade Center video center. There may be some course offerings for our area come out of this meeting. The Cascade Center will run a 2-3 day video conference session to run concurrently with an on campus course for public agencies. Being able to offer the course via video conference locally will represent savings to local residents and agencies in being able to provide the courses locally.

Jaecks reported, as the Port's representative, she continues to work cooperatively with GWATA, the Affinity workshop offered through the WSU cooperative extension agency is coming up, Jaecks attended her first project management course last weekend, and Yahoo continues to move in servers.

The Commissioners asked for a tour of the CTC/Yahoo space when most of the servers are in place.

### **Director's Report**

Mark Urdahl reported the time frame for the landscape consultant's proposal is within the next 10 days to 2 weeks. At that point, the Port will review and then be able to issue a proceed order to the work.

Dayle Rushing requested the consultant base his proposal as a phased project, and provide a rendering of the OSBP fully developed. Hopefully, there will be more to report by the second commission meeting in February.

### ***City Lift Station on the Horan Block***

Commissioner Larsen recused himself from the discussion since the request is from the City of Wenatchee.

The City has requested that the Port allow a lift station to be built on the Horan Block, in the lower portion.

Should Port develop the Horan Property would have to put in a Lift station anyway. The City would need one as well. There is some savings in the two entities participating jointly in a lift station.

This type of a facility would involve a 2-3000 square feet unit for the lift station. Most of the facility is underground in vaults. The electrical equipment would be above grade. There would be an engine generator on site. Issues to port are: space, noise (can be controlled. Involves an engine generator which must be exercised regularly), and odor control (which could be mitigated) which could require carbon canisters and the air dissipaters.

Discussion ensued.

Jon Eberle asked for alternative locations to protect the 15 acre potential site known as the Horan Block. There could be another spot on Port property, and perhaps a better site off Port property. The Port certainly wants to be cooperative with the City, but would like to see if there are better alternatives to siting the lift station on the Horan Property. Could it be done on an easement rather than a separate lot.

Kornher suggest the alternate locations possibility with the City.

### ***Loop Trail Connection discussion***

Karen Kornher provided the Commissioners with a briefing on the status of the Loop Trail connection. The Port needs the Chelan County PUD concurrence to move ahead and to request grant funding for this. The Chelan County PUD concern is there are not sidewalks along Olds Station Road. Creating a sidewalk that does not connect to any other sidewalk seems inconsistent and may be a problem in requesting funding. Sidewalks along just one side of Olds Station Rd would be \$90,000.

Discussion ensued. The topic was tabled to a future meeting.

### ***Chelan Airport sponsorship discussion***

Mark Urdahl provided a brief overview of the Port's involvement in the Lake Chelan Airport.

Pete Fraley explained the FAA related issues at the Chelan Airport. The City of Chelan should not be the sole sponsor on the FAA grants because the Port and the City are joint owners.

An amendment to the JOA could require both entities be co-sponsors on the FAA grants similar to what is done on PMA FAA grants.

Jeff Winters at FAA has stated that the entities need to be sure both entities are reflected in all business at the airport both past, present and future including the FAA grants and real property ownership.

Fraley needs to confirm the scope of the grants at the airport. He is in the process of reviewing documentation on airport real property.

Commissioner Mackey called for a five minute recess in the meeting at 10:20 am. The meeting reconvened at 10:28 am.

#### **Update by Economic Development Director**

Ron Johnston Rodriguez provided a brief update in the tourism, outdoor recreation, and wine tourism and ag tourism economic development clusters. A copy of the written report is attached.

Johnston Rodriguez briefed commissioners on the initial meeting with the Economic Development District's new executive director, Jennifer Korfiatis. He indicated there will probably be some project collaboration with the EDD.

Cascade Foothills Farmland Assn's newest distribution piece promoting 10 reasons to buy food from regional family farms was distributed to Commissioners. The Port has invested in CFFA. The target audience for the piece is consumers to support family farms and keep family farms in business.

Johnston Rodriguez reported the new AVI newsletter will be out this week, WPPA has requested information for a story of the next members' newsletter, May 14<sup>th</sup> and May 15<sup>th</sup> have been set for the next AVI Summit here in Wenatchee, and he is working to condense our message in order to provide some type of demonstrations and handouts on the PNWA Mission to Washington DC in March. He will be investigating to find some high level ability to help the Port with Chelan County being a test bed.

Ron noted he has been talking to grant consultants who specialize in renewal energies. There is a pending order by President Bush for \$100 million for research and development in alternative vehicles particularly in battery development.

Regular session was recessed at 11:01 am.

#### **Executive Session**

The meeting was reconvened at 11:06 AM and immediately adjourned to Executive Session to discuss real estate matters.

Regular session was reconvened at 12:08 pm, and immediately adjourned with no action taken.

Dated and approved this 7<sup>th</sup> day of February, 2007.

#### **BOARD OF COMMISSIONERS**

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