



**PORT OF CHELAN COUNTY**  
**Board of Commissioners Meeting**  
**Meeting Minutes**  
**125 Easy St, Wenatchee, WA 98801**  
**June 13<sup>th</sup>, 2007**  
**9:00 am**

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|-----------------|--|--|
| <b>Present:</b> | Michael H. Mackey, President<br>JC Baldwin, Vice President<br>Craig Larsen, Secretary<br>Mark Urdahl, Executive Director<br>Pete Fraley, Legal Counsel<br>Monica Lough, Internal Auditor | Dayle Rushing, Property/Risk Manager<br>Ron Johnston-Rodriguez/Director of Economic Development<br>Laura Jaecks, CTC Building Manager<br>Judy Bradford, Recording Secretary<br>Pat Moore, Airport Manager<br>Jon Eberle, Real Estate Engineer<br>Karen Kornher, Engineering Consultant |
| <b>Others:</b>  | Bill Stokes, Chelan Co Citizen<br>Ron Russ, Pangborn Airport Staff   | Kristina Stepper, J Russell Creative Marketing<br>Ryan Bentley, Wenatchee Business Journal   |

Commission President Mike Mackey called the meeting to order at 9:00 am.

**Consent Agenda**

The consent agenda was presented for consideration.

**Motion No. 06-06-07**

Moved By: Craig N. Larsen

Seconded By: JC Baldwin

*To approve the consent agenda consisting of the minutes of May 29<sup>th</sup>, and May 30<sup>th</sup>, 2007 special Commission meetings, Resolution No. 2007-05 approving the destruction of obsolete Port warrants and Resolution 2007-07 establishing a new location for Port regularly scheduled meetings as presented.* *Motion Carried.*

**Pangborn Memorial Airport**

**Update**

Pat Moore provided an overview of the Wildlife Management program including mitigation at the airport. Eight hours of training is required for each member of airport staff per year as part of FAA Part 139 requirement. This program is the reason airport management is considering skirting in ground for the fencing.

Ron Russ provided an outline of reason for the rise in the cost of the fencing at the airport going to \$640,000 dollars. The animal deterrent fencing is \$200,000 dollars of the increased cost. This fencing extends below grade to keep the coyotes out. There is evidence of digging under the existing fence.

About 2/3 of the cost is retrofitting existing fence with the below grade skirting. There is no evidence of a deer problem at this time. Rabbits and gophers are a problem, as well. Moore and Russ explained it is a time consuming and labor intensive effort to do the preventive maintenance on an annual basis.

Pat Moore recommended planning for the fencing upgrade this year and use grant funds next year to do the project.

Airport staff is also evaluating reconfiguring the access at gate locations along Airport Way. The coming of the Q400 to Horizon will add further requirements for airfield

security at the airport. From the FAA standpoint, there are requirements for safety which limits access to the taxiways and runways.

Pete Fraley reported the airport is closer to closing on the O'Kelly transaction. Legal counsel is working on a few title issues with owners.

Moore checks on a weekly basis for the new appraisal on the C & O Property in an effort to beat the July 30<sup>th</sup> grant funding deadline.

**Property Director's Report**  
***Roof Modifications IB#5***

Dayle Rushing outlined for commissioners the roof leak problems the roof on IB#5 is experiencing. The roof was constructed in 1989.

Karen Kornher briefly outlined for Commissioners the recommendations:  
Option #1) the short term choice is new gaskets on the screws in the roof for which there is no guarantee. Maybe last 3-5 years. It is the least expensive option at roughly \$20,000. Simply patch up with what is there.  
Option #2) Apply a membrane roofing system over the existing roof at a cost of \$150,000 which would provide an estimated roof life of 50 years.  
Option #3) The ultimate choice is to replace the roof at a cost of \$10 per square foot for the 38000 sq ft building with an approximate cost of \$380,000. This would be a complete new metal roof and would cause disruption for tenants.

Discussion ensued. Staff will investigate the membrane type system with other companies and report back to the commission.

Rushing reported on how the renovation of the IB#3 and preparation for the move of the Port office is going.

**Director's Report**  
***Phone System Upgrade***

Judy Bradford briefly explained the Port's need for a new phone system and how it will work with the new office. The new system has an estimated cost of \$13,371.75 plus tax with the trade-in value of the Port's existing system.

***Motion No. 06-07-07***

*Moved By: JC Baldwin*

*Seconded By: Craig N. Larsen*

*To authorize the Business Manager to proceed with the acquisition of a new phone system as presented and to authorize the Executive Director to sign an agreement with Interwest Telecom in the amount of \$13,351.75 plus tax. Motion Carried.*

***Cashmere mill site proposed acquisition update***

Urdahl explained staff researched the finance of the proposed sale on the presumption the Port will go ahead and close on the transaction and finance the purchase of the mill property through bonds. Pete Fraley and Monica Lough have spoken with Lindsay Sovde of Seattle Northwest Securities. Fraley briefed the Commissioners on the discussion.

The meeting was recessed for a ten minute break at 10:30 am with plans to reconvene into Executive Session.

**Executive Session**

The meeting was reconvened in Executive Session to at 10:40 am to discuss real estate matters.

Regular session reconvened at 11:08 am for a visit with Senator Patty Murray's new district representative.

Jeff Wilkens joined the meeting with Rebecca Borton, Senator Patty Murray's new representative.

Urdahl publicly thanked Senator Murray for her efforts to obtain the grant award funding for the runway extension at Pangborn Airport.

Discussion ensued on Port issues such as AVI, fuels reduction in the urban interface and the Port working closer with the USFS, the need to have funding in place to do fuels reduction, and expressed appreciation for the Senator's efforts for the CTC.

Ron Johnston Rodriguez provided the Commission with a brief update on alternative energy and biodiesel. Local interest and demand has surged in the last few months. He reported there is a need of some kind of refinery for the generation of biodiesel fuel capacity in the local area.

Johnston Rodriguez reported he is working with leaders in the state trying to advance photovoltaic technology in the State. Chelan County has an opportunity to play a role in supplying the other markets in the world with photo voltaics. A potential opportunity with a planned expansion of an Arlington, WA facility is a possibility in Wenatchee.

Regular session again recessed to executive session at 11:25 am. There will be no action taken.

Regular session reconvened at 11:50 am.

**Economic Director's Report**  
***Economic Development Clusters Update***

Ron Johnston Rodriguez reported Chelan County as approved subcontracting a portion of the ADO contract to Small Business Development Center (SBDC) at Wenatchee Valley College for \$20,000 per year based on a specific set of deliverables.

There is \$59,000 annually left of the ADO funding for two years to apply to Port personnel costs. Rodriguez will move forward to create a new employee position to assist the Economic Development Director and the Assistant to Economic Development.

Rodriguez also reported the Lake Chelan School District plug-in bus will be in at Yakima on the 24<sup>th</sup> of this month. The Port pledged \$10,000 to this project and Rodriguez is now requesting authority to submit the payment to the school district.

An Interlocal Agreement with the school district is necessary to empower the Port for use of the bus for a number of events and visits including shuttle services for some Port partner events in the future.

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

*To authorize the Executive Director to enter into an interlocal agreement with Lake Chelan School District for the acquisition of a plug-in school bus and the Port participation in the amount of \$10,000 subject to review and approval by legal counsel and one commissioner.  
Motion Carried.*

Rodriguez explained the AVI demonstration project is coming together. It will be driven by a series of Interlocal Agreements with Port partners. Chelan County requested to be fully involved in this demonstration project.

He also reported King County has requested assistance with converting 3 vehicles, and asked the Port's AVI group headed by Blake Murray at Wenatchee Valley College to take lead on the conversion.

The vehicles are scheduled to be converted by the end of this year and will have data collection equipment on board.

There being no other business the meeting was adjourned at 12:01 pm.

Dated and approved this 8<sup>th</sup> day of August, 2007.

## **BOARD OF COMMISSIONERS**

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