

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, July 23, 2009**

The meeting of the Port of Walla Walla was called to order by Commission President Fred Bennett. Commissioner Bennett conducted a workshop session from 5:00 p.m. to 5:50 p.m. at El Sombrero Restaurant, 428 Ash Street, Walla Walla, Washington. At 6:00 p.m. Commissioner Bennett convened the regular Port Commission Meeting at Port of Walla Walla offices, 310 A Street, Walla Walla, Washington.

In attendance for the meeting were:

Paul Schneidmiller, Commissioner
Fred Bennett, Commissioner
Mike Fredrickson, Commissioner
Jim Kuntz, Executive Director
Paul Gerola, Economic Development Director
Becky Hulse, Executive Assistant
Jennifer Skoglund, Airport Manager
Anna Christen, Auditor/Treasurer
Ronald Dunning, Touchet
John Wells, Anderson Perry & Associates, Inc.
Dennis Hopwood, Key Technology, Inc.
Rhonda Donnelly, Quality Smith
Damien Sinnott, Walla Walla Valley Chamber of Commerce
Michael Davidson, Tourism Walla Walla
Elio Agostini, Downtown Walla Walla Foundation
Duane Lucas-Roberts, Walla Walla Clinic
Jonathan S. Marley, Key Technology, Inc.

APPROVAL OF MINUTES

Commissioner Schneidmiller moved and Commissioner Fredrickson seconded the motion that the minutes of the Port Commission meeting held on Thursday, June 25, 2009 be approved as mailed. Motion unanimously carried.

PAYMENT OF BILLS

Vouchers of the Port of Walla Walla audited and certified by the auditing officer as required by RCW 42.24.808. and those expense reimbursement claims certified as required by RCW 42.24.090. have been recorded on lists, which have been made available to the Board.

Commissioner Schneidmiller moved and Commissioner Fredrickson seconded the Board approve for payment those vouchers included in the above mentioned lists and further described as follows: Port of Walla Walla General Fund voucher numbers 7454 through 7516 and system numbers 44311 through 44380 in the amount of \$752,147.09 and ACH/EFT in the amount of \$12,470.99. Port of Walla Walla Grain Car Fund voucher number 186 and system number 83 in the amount of \$110,000.00. WSDOT Grain Car Fund voucher numbers 195 and 196 and system numbers 102 and 103 in the amount of \$71,361.61. The warrant approval document corrects the June 25, 2009 Port of Walla Walla check numbers that were incorrectly listed as 7324 through 7389 to the corrected check numbers of 7390 through 7453. Walla Walla Regional Airport General Fund voucher numbers 9822 through 9880 and system numbers 1828 through 1901 which were not previously printed and voucher numbers 9946 through 9981 and system numbers 1902 through 1937 in the amount of \$259,621.88 and ACH/EFT in the amount of \$19,669.04. Motion unanimously carried.

PUBLIC COMMENTS

There were no public comments.

CORRESPONDENCE & REPORTS

A. Leases Entered into by Administrative Staff

Commissioners reviewed a listing of leases entered into and/or renewed by administrative staff from June 26, 2009 through July 23, 2009.

B. Aviation Ramp Rehabilitation Project Update

Airport Manager Jennifer Skoglund reported the construction contract with Roger Langliers Construction Company has been signed along with the FAA grant which provides 95% of the funding. Construction is scheduled to commence on Monday, August 10, 2009.

C. Aviation Weekend

Commissioners were briefed on activities planned for the Walla Walla Regional Airport aviation weekend July 31-August 2.

D. Federal Issues Update

Executive Director Kuntz reported on several federal issues important to the Port including funding for U.S. Highway 12 and the Warehouse District. Kuntz also reported on amendments to the Federal Aviation Administration Reauthorization Bill.

E. Benton Franklin Governmental Conference – Columbia River Crossing Study

Commissioners reviewed the scope of work to study an additional Columbia River Bridge Crossing near the Tri-Cities. One area that will be studied is near Burbank. The Port will contribute \$2,500 towards the regional study.

F. Second Avenue Parking Lot

Commissioners reviewed the sixth quarterly ground water sampling report. Gasoline and related constituents were not detected in the ground water samples. Lead was detected. Commissioners requested Blue Mountain Environmental Consulting submit the test results to the Department of Ecology with the goal of obtaining a “No Further Action” letter.

G. Investment Report

Port Auditor/Treasurer, Anna Christen, reviewed with Commissioners a listing of Port and Airport investments.

H. Community Task Force – Washington State Penitentiary

Commissioners were informed the State Legislature has funded a study to eliminate 1,580 prison beds across the state. The Washington State Penitentiary could be targeted for cuts which could result in substantial job losses. Commissioners endorsed the Port becoming active in a local taskforce to help minimize potential job losses.

I. Farm Program

Airport Manager Jennifer Skoglund reported the airport needs to decide in which federal farm program to participate. Commissioner Fredrickson offered to work with staff to help determine which program would be most beneficial to the airport farming program.

OLD BUSINESS

A. Port of Walla Walla

1. Review Draft Supplemental Budget

Executive Director Kuntz reviewed with Commissioners a draft Port of Walla Walla Supplemental Budget #2.

2. Bid Award – Dodd Road Water System Improvements

John Wells, Anderson Perry & Associates, reviewed with Commissioners the five bids received to upgrade the Port's Dodd Road water system. Commissioner Fredrickson moved and Commissioner Schneidmiller seconded the motion to accept the low bid submitted by POW Contracting at a cost of \$483,528.96 which includes sales tax. Motion unanimously carried. Commissioner Fredrickson moved and Commissioner Schneidmiller seconded the motion to approve the

overall Dodd Road water system upgrade budget which includes engineering and contingency at a total cost of \$572,347.96. Motion unanimously carried.

3. Cliffstar Building Structural Repairs

Executive Director Kuntz reported a local contractor has reviewed the structural report prepared by Joe Murar and has estimated repair costs of between \$52,489 and \$70,268 plus tax. Commissioners authorized Executive Director Kuntz to proceed with obtaining bids for the repair work.

4. Crown Building – Additional Roof Repairs

Commissioners were informed the repairs to the roof drains and flashing around the skylights in the lower warehouse has prevented roof leaks. Executive Director Kuntz recommended the remainder of the warehouse undergo the same repairs at a cost of approximately \$16,000. Commissioner Schneidmiller moved and Commissioner Fredrickson seconded the motion authorizing the Executive Director to proceed with the repairs. Motion unanimously carried.

5. Burbank Sewer Plan Update

John Wells, Anderson Perry & Associates, reviewed sewer treatment options for the Burbank Business Park. In consideration the business park will develop over time, a regional septic tank/spray field system would be needed during the first phase of development. Eventually, a traditional mechanical system will need to be built. Commissioners directed Mr. Wells to proceed with developing a more detailed location and cost estimate for a regional septic tank/spray field system.

NEW BUSINESS

A. Port of Walla Walla

1. **Gen-X Building Fire**

Commissioners were updated on the Gen-X building fire that occurred on July 4, 2009. Gen-X has insurance on the building which names the Port as additionally insured. The Port also carried insurance on the building which will serve as a secondary policy. The insurance adjusters have yet to determine if the building is a total loss.

2. **Walla Walla Valley Business Connection**

Rhonda Donnelly representing the Walla Walla Valley Business Connection reported major employers in the area have difficult times recruiting professional and technical employees. The business coalition would like to develop a website at an estimated cost of \$5,600 to post available positions and accept resumes from candidates. The business coalition requested a \$3,000 contribution from the Port for the development of the website. Commissioner Schneidmiller moved and Commissioner Fredrickson seconded the motion to authorize a \$3,000 expenditure to Walla Walla Valley Business Connections. Motion unanimously carried.

3. **Agreement with WSDOT – Steel Casing Installation Burbank Interchange Project**

Executive Director Kuntz recommended the Port install steel casing sleeves for future water and sewer lines at the Port's Burbank Business Park in conjunction with the Washington State Department of Transportations Burbank interchange project. Commissioners reviewed a utility agreement with WSDOT that provides for them to install the casings as part of the interchange construction project at an estimated cost of \$56,000. Commissioner Fredrickson moved and Commissioner

Schneidmiller seconded the motion authorizing the Executive Director to enter into the utility agreement. Motion unanimously carried.

4. **Authorization to Submit Tiger Grant Application – U.S. Highway 12 Project**

Commissioners were informed that as part of the Federal economic stimulus program the U.S. Department of Transportation is accepting Tiger Grant Applications. Commissioner Schneidmiller moved and Commissioner Fredrickson seconded the motion authorizing Port staff to submit a Tiger Grant on behalf of the U.S. Highway 12 Coalition. Motion unanimously carried.

The meeting was adjourned at 10:00 p.m.

APPROVED:

PORT OF WALLA WALLA COMMISSIONERS

FRED R. BENNETT, PRESIDENT

MICHAEL FREDRICKSON, VICE PRESIDENT

PAUL H. SCHNEIDMILLER, SECRETARY