

**MINUTES OF THE PORT OF WALLA WALLA
COMMISSION MEETING
Thursday, August 13, 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 12:00 to 12:50 p.m. at, El Sombrero Restaurant, 428 Ash Street, Walla Walla, Washington.

At 1:00 p.m. Commissioner Bennett convened the regular 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
Jim Kuntz, Executive Director
Paul Gerola, Economic Development Director
Becky Hulse, Executive Assistant
Jennifer Skoglund, Airport Manager
Gary Stewart, Maintenance & Operations Supervisor
Anna Christen, Auditor/Treasurer
Richard McFarland, McFarland Farms
Clarence Anderson, Citizen
Andy Porter, Walla Walla Union-Bulletin
Heidi McCaffray, SERCO
Dorothy Knudson, Citizen
David Grossman, Special Legal Counsel, Reese, Baffney, Frol & Grossman, P.S.
Mike Fredrickson, Commissioner - Via Conference Phone During Executive Session

APPROVAL OF MINUTES

Commissioner Schneidmiller moved and Commissioner Bennett seconded the motion that the minutes of the Port Commission meeting held on Thursday, July 23, 2009 be approved as mailed. 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 July 24, 2009 through August 13, 2009.

B. Ammo Bunker Break-in

Commissioners were informed five ammo bunkers located in a remote area of the airport were forcibly entered into between July 23 and 27, 2009. Hundreds of pounds of explosives were stolen from ammo bunker tenants. The Federal Bureau of Alcohol, Tobacco & Firearms (ATF) is heading up the investigation.

C. Aviation Weekend Recap

Executive Director Kuntz recognized Airport Manager Jennifer Skoglund and the Airport Maintenance & Security Staff for the successful aviation weekend held August 7th through 9th. Airport Manager Skoglund recapped with Commissioners highlights of the weekend which were centered around the B-17 airplane. Kuntz reported Port and Airport staff willing to work weekend shifts were granted one day of vacation per shift.

D. Community Task Force – Washington State Penitentiary

Commissioners were briefed on the latest activities of the community task force formed to prevent further job losses at the penitentiary as the state looks to eliminate additional prison beds across the state.

E. Port/Airport Annual Newsletter

Staff reviewed with Commissioners suggested articles for the Port/Airport 2009 annual newsletter.

F. VA Medical Center

Executive Director Kuntz reported the Veterans Administration is currently seeking Request For Proposals from organizations interested in leasing surplus buildings and property on the Walla Walla campus. Kuntz reported he was not aware of any organization that would be submitting a proposal. Kuntz also reported, Commissioner Fredrickson has advanced a concept that the VA should pay the Port to manage and redevelop the surplus buildings and property. Kuntz reported he would prepare a draft concept paper providing additional details.

OLD BUSINESS

A. Port of Walla Walla

1. Detour Agreement – US12/SR124 Interchange Project

Commissioners were informed the Washington State Department of Transportation has requested the Port enter into an agreement to allow traffic to be detoured on Port-owned Jantz Road during the construction phase of the Burbank Interchange Project. Commissioner Bennett suggested the extension of Jantz Road should be completed during the first phase of construction to allow traffic to be detoured away from local schools. Commissioner Schneidmiller moved and Commissioner Bennett seconded the motion authorizing the Executive Director to enter into the detour agreement with the Washington State Department of Transportation. Motion unanimously carried.

B. Walla Walla Regional Airport

1. Wheat Harvest Report

Airport Manager Skoglund reviewed with Commissioners the harvest reports for the three farms associated with the Walla Walla Regional Airport. Commissioner

Schneidmiller moved and Commissioner Bennett seconded the motion authorizing the Airport to sell the dry pea crop associated with the Gagnon Farms in consideration the crop has been contracted. Motion unanimously carried.

Commissioner Schneidmiller moved and Commissioner Bennett seconded the motion authorizing the Airport to sell the wheat crop associated with Frazier Farm subject to confirmation the farm is participating in the CRS price guarantee program. Motion unanimously carried. Commissioners elected not to sell any of the wheat crop or peas associated with the Bi-Kay Farms.

2. Federal Farm Commodity Program

Airport Manager Skoglund reported she had consulted with Commissioner Fredrickson concerning which federal farm commodity program the airport should participate in concerning the Bi-Kay Farm Lease. It appears the ACERS Program would provide the most revenue for the airport. Commissioner Schneidmiller moved and Commissioner Bennett seconded the motion authorizing the airport to enter into the ACERS Federal Farm Commodity Program for the Bi-Kay Farm Lease. Motion carried.

NEW BUSINESS

A. Port of Walla Walla

1. Public Hearing – Port and Airport Supplemental Budget #2

Commissioner Bennett announced the convening of a public hearing to accept comment on the Port and Airport's Supplemental Budget #2. Executive Director Kuntz reviewed the Port's proposed supplemental budget and Airport Manager

Skoglund reviewed the airport's proposed supplemental budget. There were no public comments.

2. **Adoption of Supplemental Budget #2 - Resolution 08-13-09**

Commissioner Schneidmiller moved and Commissioner Bennett seconded the motion to approve Resolution 08-13-09 thereby approving the Port and Airport Supplemental Budget #2. Motion unanimously carried.

3. **Walla Walla County Public Works – Waitsburg Land Lease**

Commissioners were informed Walla Walla County Public Works Department would like to lease a small strip of land at the Port's Waitsburg Industrial Park to stockpile crushed rock for approximately three years. Executive Director Kuntz recommended the Port trade the land lease rental value for the County performing chip sealing and/or road striping work on Port-owned roads. Commissioners authorized the Executive Director to enter into an agreement with Walla Walla County to trade for such services.

4. **Boise Paper – Request to Lease Land**

Executive Director Kuntz reported Boise Paper would like to lease up to 30 acres of property within the Port's Dodd Road Industrial Park to expand their composting operations. Commissioner Schneidmiller moved and Commissioner Bennett seconded the motion authorizing the Executive Director to enter into a land lease agreement with Boise Paper subject to an early out clause for the Port. Motion unanimously carried.

5. **Washington State Public Works Board – Call for Projects**

Commissioners reviewed the project scoring criteria for submitting a Small Communities in Rural Counties Grant application to the Washington State Public Works Board. Commissioners authorized staff to prepare an application to upgrade the Crown Building.

B. Walla Walla Regional Airport

1. Terminal Building Parking Lot Seal Coating Bids

Commissioners reviewed the three bids received to seal coat and restripe the Airport Terminal Building parking lot. Commissioner Schneidmiller moved and Commissioner Bennett seconded the motion to award the low bid to Klicker Enterprises at a cost of \$30,550 plus tax. Motion unanimously carried.

2. Walla Walla Gun Club Request

Commissioners reviewed a request from the Walla Walla Gun Club seeking rental credits for spraying the asphalt tarmac within their leased premises. Executive Director Kuntz reported the responsibility for spraying weeds within the leased premises is the Gun Clubs according to the lease agreement. Commissioner Schneidmiller also expressed concern with approving a rental credit without it being approved in advance of the work being completed. Commissioners denied the request.

3. SERCO – Control Tower Award

Walla Walla Air Traffic Control Tower Manager Heidi McCaffray, informed Commissioners the Walla Walla Air Traffic Control Tower has been selected as the SERCO air traffic control facility of the year. The Walla Walla tower was selected

for providing outstanding service to all of its customers. Commissioners congratulated Ms. McCaffray on the award.

EXECUTIVE SESSION

A. Litigation

1. At 4:00 p.m. Commissioner Bennett announced the convening of an Executive Session to meet with legal counsel concerning litigation. Port Commissioner Mike Fredrickson participated via speaker phone.

The meeting was adjourned at 5:30 p.m.

APPROVED:

PORT OF WALLA WALLA COMMISSIONERS

FRED R. BENNETT, PRESIDENT

MICHAEL FREDRICKSON, VICE PRESIDENT

PAUL H. SCHNEIDMILLER, SECRETARY