



# Port of Skagit

Work Session of the Port Commission

Tuesday, January 12, 2010 9:00 AM

## MINUTES

PRESENT: Commission - Kevin Ware and Bill Shuler

Staff - Patsy Martin, Scott Peterson, Kristin Garcia, Sara Young, Bob Nord, Karmen Hardy, Paul Stannert, and Debbie Hamilton

Others - Brad Furlong, Walt Meagher, Carl Molesworth and Wayne Carpenter

## APPROVAL OF MINUTES

**COMMISSION ACTION: The commission unanimously approved the minutes of the December 8, 2009 Work Session.**

## Changes or additions to the agenda as follows:

ADMIN: January Meeting (2010); Election – Reconstitute the Board

## Reconstitute the Board

## Issue 1: ADMIN: January Meeting (2010); Election – Reconstitute the Board

Patsy Martin reported that it is time to reconstitute the board effective January 1, 2010.

**COMMISSION ACTION: The commission elected the following offices to take effect January 1, 2010:**

<b>Kevin Ware:</b>	<b>President</b>
<b>Jerry Kaufman:</b>	<b>Vice President</b>
<b>Bill Shuler:</b>	<b>Secretary</b>

## Issue 2: ADMIN: Inclement Weather (2010) – Update (oral)

Patsy Martin reported that Skagit Valley experienced heavy snow in 2009. Staff managed the weather conditions well. Staff developed a snow and ice removal plan.

Scott Peterson reported that staff learned from the 2009 weather conditions. He reported during a light snow event this winter that staff came in early to clear roads and runways. Staff has an outside contractor ready to assist with any heavy road clearing if needed. All Port equipment is ready to go for the winter of 2010.

#### Discussion

The commission requested staff proceed with a letter or phone call to Skagit County regarding the plowing of Higgins Airport Way as it is a county owned road. The commissioners want to be sure it is listed as a high priority road on the county's snow clearing schedule.

#### **Issue 3: ADMIN: Resource Conservation Plan**

Sara Young reported that the Port has been working with Ric Boge, Resource Conservation Manager of the Skagit Council of Governments, on a resource conservation management plan. Staff identified and developed energy saving steps and will be implementing energy savings steps over the next 3 years.

Sara Young provided copies of the draft plan for commission review.

The commission requested staff prepare and send a press release outlining the Port's involvement with this plan.

#### **Issue 4: BBIP; Industrial building; 11656 Knudson Road – Open House (Oral)**

Scott Peterson reported that with the completion of the new industrial building the Port plans to hold an open house/tenant networking event. This event will showcase the new building and provide an opportunity to sponsor a tenant network gathering as well as possibly bring new clients to the Port.

#### Discussion.

The commission requested Patsy Martin write a letter of thanks or attend a Skagit County commission meeting to thank the commissioners for the .09 grant money provided to the Port to provide the infrastructure for this building project.

#### **RECESS WORK SESSION MEETING**

The regular meeting recessed at 9:37 a.m.

**IDC MEETING**

The commission entered into the annual Industrial Development Corporation Board Meeting at 9:38 a.m.

**ADJOURNMENT**

The IDC meeting adjourned at 9:39 a.m.

**RECONVENE WORK SESSION MEETING**

The work session meeting was reconvened at 9:40 a.m.

**ADJOURNMENT**

The commission adjourned the work session meeting at 9:41 a.m.

ADOPTED IN OPEN SESSION this 16th day of February 2010 and duly authenticated by the signatures affixed hereto.

**PORT OF SKAGIT COUNTY**

*Signature on file*  
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Commissioner

*Signature on file*  
\_\_\_\_\_  
Commissioner

*Signature on file*  
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Commissioner