



MINUTES OF THE BUSINESS MEETING
Held October 26, 2017

The October 26, 2017 Business Meeting was called to order at 9:05 a.m., by President Matson. The meeting was held at the Enzian Inn located at: 590 Hwy 2, Leavenworth, WA.

Commissioners and Staff present at the Business Meeting:

Jeff Matson, Commission President
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Jay Hester, Executive Director
Nicole Jech, Finance Officer

EXECUTIVE DIRECTOR: A typed memo was presented and the following items were discussed; (a copy of the memo is available upon request).

- The master contract with Parametrix was discussed for approval. Commissioner Matson asked what exactly Parametrix will be doing for the Port. Jay explained that Parametrix is being brought in to help answer questions related to treatment at the plant as well as assist the Port with the permits and engineering report due to Ecology in the next 2 years. It was also explained that they would be working based on a set of task orders outlined in the contract with separate specific amounts outlined for each task. The first two task orders would be completed in the next 60 – 90 days.

GENERAL COMMENTS:

Staff Comments: Jay mentioned that there is another possible contract with an industry that he would like to have the Commissioners review before sending on to the Port's legal counsel.

Commissioner Comments: Jeff commented that with the sale of several acres of Port property, he would like to continue looking at other property in the surrounding area that might be available for purchase.

ACTION ITEMS:

- Motion to approve the master contract with Parametrix in the amount of \$152,722.12 and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 3-0.

EXECUTIVE SESSION: None

ADJOURNMENT: The Business Meeting adjourned at 10:55 a.m., peace and harmony prevailing.



Jeff Matson, President

ATTEST:


Jim Grubenhoff, Secretary