



SOUTHWEST WASHINGTON REGIONAL AIRPORT  
2222 S. PACIFIC AVE KELSO, WA 98626  
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## **Airport Operating Board Meeting Minutes** **October 21, 2021 @ 3:00 pm**

**Chairman: Call to Order by Chairman A. Mortensen at 3:00 p.m.**

### **Roll Call and Pledge of Allegiance:**

Arne Mortensen, Chet Makinster, Allan Erickson, Kim LeFebvre present.

### **Approve September Meeting Minutes (action)**

**C. Makinster** moved to approve the September meeting minutes. **A. Erickson** seconded the motion. All voted yes; motion passes.

### **Treasurer Report for September:**

Operating Revenue:	\$465,769	
Total Expenses:	\$318,496	
Operating Expenses:	\$306,053	
Capital Expenses:	\$12,443	
Total Cash:	\$743,000	Unrestricted: \$724,917

### **September General Claims (action)**

**C. Makinster** moved to approve the September General Claims. **K. Lefebvre** seconded the motion. All voted yes; motion passes.

### **Presentation(s):**

N/A

### **Citizens Business**

None Present

### **Board Business**

**Management and Financial Services Contract w/City of Kelso** – **A. Erickson** moved to accept the Management and Financial Services Contract with the City of Kelso as written. **C. Makinster** seconded the motion. All voted yes; motion passes.

### **Hangar/Building Occupancy Report (update)**

100% occupancy. 39 names on the list. 35 of those are for aviation use.

### **Airport Manager's Report**

**C. Paolini** provided updated monthly aircraft activity report.

- update on grant exploration for runway extension and advised project was not eligible for FEMA grant. **C. Paolini** advised he will continue to look for other grant options, however, did mention

that the future generator project was eligible for the FEMA grant per discussion with local FEMA grant manager.

- C. Paolini advised the tree project was completed on time and within budget.
- C. Paolini reported that the airport is manual testing the 100LL fuel tank and have contracted with the FBO to provide daily tank measurements. This is to ensure we continue to meet Ecology requirements.
- C. Paolini advised the Board that the airport is in negotiations for a land lease for a new hangar at the airport. Will provide more details as they are available.
- C. Paolini advised we have two vehicle gates that failed and are working to repair as quickly as possible. Provisions have been made to provide alternate access for tenants.
- C. Paolini advised the Airport is partnering with the WA State Passport Program in a fall food drive and have received good support so far.

### **Airport Board Member Reports**

K. Lefebvre – No Report

C. Makinster – No Report. Asked for a possible tour opportunity for Longview Council members of the airport.

A. Mortensen – Still no 3<sup>rd</sup> commissioner. Appointment goes to the Governor's office at this time.

A. Erickson – No Report

### **Review of any follow-up items identified in today's meeting.**

**None**

### **Adjourn Board Meeting**

Board chairman: Wrap up at 3:43 p.m. and announce next board meeting date (**November 18, 2021**)