



**Airport Operating Board Meeting Minutes  
January 18, 2024 @ 3:00 pm**

**Chairman: Call to Order by M. Karnofski at 3:00 p.m.**

**Roll Call and Pledge of Allegiance:**

M. Karnofski (for B. Wood), A. Mortensen, Keith Young, Evan Jones (for A. Erickson) present.

**Approve Meeting Minutes (action)**

A. Mortensen moved to approve the December meeting minutes. K. Young seconded the motion. All voted yes; motion passes.

**Treasurer Report for December:** Treasurer's report is postponed until next meeting due to severe weather conditions

**January General Claims (action)**

K. Young moved to approve the January General Claims. E. Jones seconded the motion. All voted yes; motion passes.

**Citizens Business**

None

**Action/Motion Items:**

Fuel System Site Engineering Contract for Construction Management – Contract Award:

A. Mortensen moved to award the Fuel System Site engineering contract for construction management to Century West Engineering under the airport's engineering services agreement, and authorize the City of Kelso Manager to enter a contract with Century West for a time and material not to exceed amount of \$118,473.67. K. Young seconded the motion. All voted yes; motion passes.

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

100% occupancy. 34 names on the list. 30 of those are for aviation use.

**Airport Manager's Report**

C. Paolini gave update on hangar demand and summary of last months discussion on a hangar rate study for Washington State under the joint efforts of WSDOT Aviation and the AOPA.

The airport manager provided update on fuel system project status, pre-con meeting, and estimated timeline.

Provided summary of various meetings and project updates as well as report on weather impacts to airport. Discussion followed.

**Airport Board Member Reports**

M. Karnofski – None

K. Young – None

A. Mortensen – None

E. Jones – None

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

**None**

**Adjourn Board Meeting**

Board chairman: Wrap up at 3:36 p.m. and announce next board meeting date (February 15, 2024 at 3:00 p.m.).