



## **Airport Operating Board Special Meeting Minutes October 14, 2022 @ 2:00 pm**

**Meeting Location:** Airport Office 2215 B Parrott Way, Kelso, WA 98626

### **1. Opening Items:**

- 1.1 Chairman Wallin Called the meeting to order at 2:00pm.
- 1.2 Roll Call: Board member Wallin, Board member Wood, and Board member Mortensen all present, Board member Erickson absent.

### **2. Action/Motion Items:**

#### 2.1 Approve contract for Obstruction (Tree) Mitigation Project

C. Paolini presented the Obstruction Mitigation project to the Board for consideration. A video was shown depicting the need for the project. Two contractors submitted quotes for the project in the amounts of \$39,571.33 and \$16,539.30. The airport manager advised the Board needed to take action on this project as the contract amount is above the airport manager's authority. A. Mortensen moved to approve the airport manager to enter a contact with Crosscut Tree Works LLC in the amount of \$16,539.30. B. Wood seconded the motion, all voting yes, the motion passed.

### **3. Other Items:**

#### 3.1 Fuel System Project Funding and Entity Contribution Discussion (No Action)

Discussion regarding a fuel tank replacement project and the necessary funding to move the project forward ensued. The airport manager discussed the need for each entity to support two separate requests in order for the project to move forward. First, each entity would need to agree to a 25% responsibility for the total debt amount of any loan taken to fund the project. Second, each entity would need to support a \$15,000 increase in the annual ILA contribution amount to provide annual funding for debt servicing. Discussion regarding a timeline for presentations ensued. No action was taken.

### **4. Adjourn Board Meeting**

Chairman Wallin adjourned the meeting at 2:21pm and announced the next board meeting date of October 20, 2022.