



SOUTHWEST WASHINGTON REGIONAL AIRPORT
2222 S. PACIFIC AVE KELSO, WA 98626
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Airport Operating Board Meeting Minutes December 21, 2023 @ 3:00 pm

Chairman: Call to Order by A. Erickson at 3:01 p.m.

Roll Call and Pledge of Allegiance:

A. Erickson, M. Wallin, A. Mortensen, B. Wood present.

Approve Meeting Minutes (action)

M. Wallin moved to approve the November meeting minutes. A. Mortensen seconded the motion. All voted yes; motion passes.

Treasurer Report for November:

Operating Revenue:	\$1,004,498	
Total Expenses:	\$1,004,684	
Operating Expenses:	\$383,861	
Capital Expenses:	\$620,823	
Total Cash:	\$721,079	Unrestricted: \$721,044

November General Claims (action)

M. Wallin moved to approve the November General Claims. B. Wood seconded the motion. All voted yes; motion passes.

Citizens Business

Hudson - Comments regarding 2026 runway reconstruction. Please be mindful of when the project is being completed so it doesn't affect FBO operations more than necessary. C. Paolini commented to the board regarding Hudson's concerns and ensured minimizing impacts to the airport businesses is a top priority.

Action/Motion Items:

Fuel System Site Construction – Contract Award B. Wood moved to award the Fuel System Site Construction Contract to Tapani Inc., and authorize the City of Kelso Manager to enter a contract with Tapani Inc. for the lump sum of \$469,773.02. A. Mortensen seconded the motion. All voted yes; motion passes.

Hangar/Building Occupancy Report (update)

100% occupancy. 33 names on the list. 29 of those are for aviation use.

Airport Manager's Report

C. Paolini gave report on a current study between WSDOT Aviation and AOPA regarding Washington State airport hangar rates. He advised the board that he would be monitoring the study closely as he is concerned the airport's current annual CPI adjustments are not keeping up with the local inflation and believes a rate adjustment may also be necessary to reflect current fair market value as hangar demand remains strong.

C. Paolini presented two purchase options for a tractor and mower combination. The first option was for a combination that allowed for a future front scoop and snow blade while the second option would come with scoop and snow blade. C. Paolini asked if the Board was ready to take action to authorize the purchase of the tractor. Discussion followed. A. Mortensen motioned to authorize the Airport Manager to move forward with the purchase of Option B which would be the tractor/mower combination that comes with the front scoop and snow blade for a purchase price of \$125,975.02. M. Wallin seconded. All voted yes; motion passes.

Airport Board Member Reports

B. Wood – None

M. Wallin – Last meeting - New representative from Longview next month will be determined at the January 11th meeting.

A. Mortensen – 2024-2025 Budget has been passed at the County.

A. Erickson – May or may not be the representative next month. January 13th meeting will dictate that. 2024 Legislative lobbyists are pushing for airport funding.

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

None

Adjourn Board Meeting

Board chairman: Wrap up at 3:51 p.m. and announce next board meeting date (January 18, 2024 at 3:00 p.m.).