



SOUTHWEST WASHINGTON REGIONAL AIRPORT
2222 S. PACIFIC AVE KELSO, WA 98626
PHONE: (360) 261-8268

Airport Operating Board Meeting Minutes

September 19, 2024 @ 3:00 pm

Chairman: Call to Order by B. Wood at 3:00 p.m.

Roll Call and Pledge of Allegiance:

B. Wood, A. Mortensen, A. Erickson, K. Young present.

Approve Meeting Minutes (action)

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

Treasurer Report for August:

Operating Revenue:	\$145,506	
Total Expenses:	\$1,011,830	
Operating Expenses:	\$206,878	
Capital Expenses:	\$804,952	
Total Cash:	\$616,211	Unrestricted: \$616,211

August General Claims (action)

A. Erickson moved to approve the amended August General Claims. K. Young seconded the motion. All voted yes; motion passes.

Citizens Business

None

Hangar/Building Occupancy Report (update)

100% occupancy. 58 names on the list. 31 of those are for aviation use.

Airport Manager's Report

Project Updates -

Hangar Construction - Pre-approval conference for the "E" row was held on August 20, 2024.

Moving forward to design approval phase.

Steve Anderson will assume the land lease agreement from Jeff Powell to construct an executive hangar on lots G1/G2. C. Stommell is preparing the lease transfer agreement and the actual land lease.

Taxiway/Apron Paving Update - This contract was awarded to Western United Civil Group by the Kelso City Council. All FAA Grant paperwork has been submitted for AIP and BIL funds. A WSDOT Aviation Grant request will be submitted in January 2025 for approximately \$36,000.

A Resolution for the required funding match for FAA grants was approved by Kelso City Council on 9/3/24. Construction is still set to take place May-June 2025.

Fuel Tank Project - The old fuel farm deconstruction is complete. Old tanks have been cleaned, inspected, and filled with a sand/cement mixture. Soil samples in the area of the old hose reels showed light contamination. Removal will be required but there is no schedule for that work as of yet. Centurywest is working with Tapani to coordinate that work.

Weather proof covers for the card reader and fuel hoses have been constructed by a local vender. A light pole for the new fuel farm remains outstanding with no current ETA.

Runway Replacement - This project has been delayed to somewhere between 2028 and 2030 due to the National Marine Fisheries Service (NMFS) evaluation requirements.

We are looking to bifurcate the lighting system, signage, and necessary crack repairs to be completed in 2026. These pieces will extend the life of the runway to the possible 2030 timeline.

A suspected DUI driver ran into the security fence on the NE side of the airport on the corner of Clinton and Colorado Street. Estimates were collected for the cost to repair the fence with the lowest being A&J Fencing in the amount of \$2,791.19. We intend to bill the registered owner of the car for the repairs as there was no insurance listed.

FAA will be on site the week of 9/30 to conduct upgrades to the AWOS/RCO system. They are preparing to switch from copper to fiber. There will not be any cost to the airport for this upgrade.

DNR based 5 helicopters off the north ramp September 5th to combat fires in the region.

Airport truck. A 2023 Chevy Silverado 1500 4x4 was purchased on 9/16 at the final cost of \$40,927.50. Once the truck is fully outfitted for airport use, it will still come in \$14,000 under budget.

All entities have approved the 2025 Operating Budget.

Airport Board Member Reports

B. Wood – Echoes the other members compliments on the presentation. Thank you

K. Young – Thank you for the presentation to City of Longview and thank you for your efforts.

A. Mortensen – None

A. Erickson – Presentation was well-received. Excited to continue with our partnership.

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

None

Adjourn Board Meeting

Board chairman: Wrap up at 3:31 p.m. and announce next board meeting date (October 17, 2024 at 3:00 p.m.).