



Airport Operating Board Meeting Minutes **November 18, 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 October Meeting Minutes (action)

C. Makinster moved to approve the October meeting minutes. **K. Lefebvre** seconded the motion. All voted yes; motion passes.

Treasurer Report for October:

Operating Revenue:	\$482,338	
Total Expenses:	\$388,928	
Operating Expenses:	\$375,865	
Capital Expenses:	\$12,063	
Total Cash:	\$885,439	Unrestricted: \$667,354

October General Claims (action)

K. Lefebvre moved to approve the October General Claims. **A. Erickson** seconded the motion. All voted yes; motion passes.

Citizens Business

None

Board Business

Legal Services ILA Addendum – **A. Erickson** moved to adopt the Legal Services Agreement Addendum as presented. **C. Makinster** seconded the motion. All voted yes; motion passes.

Action/Motion Item:

Fuel Tank Project Engineering Services Task Order – **C. Makinster** moved to authorize the airport manager to enter into the contract with Century West Engineering for engineering services for Fuel System Equipment Procurement as presented. **A. Erickson** 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 gave update on the following:

- Monthly aircraft activity for the airport.
- advised AMA Interior Solutions will be leaving the airport. He advised he wanted to notify the board because they are a business based on the airport for many years; however, at the time of reviewing their lease for renewal it was discovered they do not qualify as an aeronautical business by FAA terms for hangar usage. While it is sad to see them go, we will see additional aircraft based at the airport by filling the hangars with aircraft which will contribute to fuel sales, annual operations, and lease revenue.
- Gave update on possible hangar development project
- Gave update on fuel tank project and a possible need to move a main City water line that is impacting the project site. Gave update on project costs.
- Shared news that Airport will be receiving a \$790,000 grant through the new infrastructure bill signed by the President this week. Still learning details about the grant and what projects it will be eligible for.

Airport Board Member Reports

K. Lefebvre – None

C. Makinster – None

A. Mortensen – Still no new commissioner chosen at this point and no word from the Governor on a choice. Apparent deadline is Dec. 1, 2021. Working with Port of Kalama to expand broadband up to Toutle area. Did not increase property taxes.

A. Erickson – Port received \$16 mil grant for railway.

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

None

Adjourn Board Meeting

Board chairman: Wrap up at 4:01 p.m. and announce next board meeting date (**December 16, 2021**)