

PORT OF MOSES LAKE
PORT COMMISSION MEETING
AGENDA

February 11, 2019

Study Session 9:00 a.m.- 10:00 a.m.

Regular Meeting 10:00 a.m. – 11:00 a.m.

STUDY SESSION

- I. LID
- II. Waste water well & Storage Pond

REGULAR MEETING

- I. APPROVE MINUTES OF PREVIOUS MEETING
 - A. January 28, 2018
- II. APPROVE VOUCHERS
 - A. Regular
 - B. Lost/Unavailable Receipt for Carol Crapson in the amount of \$51.64
 - C. Lost/Unavailable Receipt for Rich Mueller (IFP) in the amount of \$63.33.
 - D. Lost/Unavailable Receipt for Greg Becken in the amount of \$37.40.
- III. RESOLUTIONS
 - A. **RESOLUTION NO. 1397**: A RESOLUTION of the Port Commission of Moses Lake, Washington, declaring the intention of the Commission to order the formation of a local improvement district for the construction and installation of improvements within the boundaries of said proposed local improvement district; setting forth the nature and territorial extent of such proposed improvements; describing the boundaries thereof; and fixing a date, time and place for a public hearing on the formation of the proposed local improvement district
- IV. ACTION
 - A. Authorize Executive Director to sign Addendum 1 to Lease Agreement – providing AeroTEC with two five-year options on 1.427 acres of ramp space and exercising the first five-year option.
 - B. Approve and authorize Executive Director to sign Task Order No. 28 with Jacobs Engineering to provide Storage Pond Conceptual Design in the amount of \$42,200.00.
- V. DELEGATION OF AUTHORITY
 - A. Signed a contract with Gallagher Benefit Services, Inc. to conduct a Compensation Survey and Salary Review for an amount not to exceed \$25,000.

- B. Signed Amendment No. 2 to License Agreement with Boeing Company for use of the airfield perimeter road across Boeing property.
- C. Signed Task Order No. 30 with Jacobs Engineering to provide additional on call services for waste water consulting in the amount of \$40,000.00.
- D. Signed new contract amount not to exceed \$2,979,821.00 after legal review for the Prime Contract Agreement to provide engineering service for the Northern Columbia Basin Railroad project with Jacobs Engineering. January 14, 2019, delegated action authority.
- E. Signed Change Order #1 with Western Pacific Engineering and Survey for the Air Services Proposal in an amount not to exceed \$7,530.00. This will include final analysis of the Air Service Development study as part of the Air Service Opportunity Report.
- F. Airport Director signed Task Order #11 with Century West Engineering for an Airport Layout Plan Update, known as a “Pen and Ink Change” in an amount not to exceed \$13,869.91.
- G. Signed Memorandum Regarding Interim Use and Operation of Restaurant and West Conference Room

VI. EXECUTIVE DIRECTOR REPORT

VII. EXECUTIVE SESSION: PERSONNEL RCW 42.30.110g

The Commission will adjourn to Executive Session. The Commission President will announce the approximate length of the Executive Session as well as whether the Commission will take any action when it reconvenes to the Regular Meeting.

Adjourn

The next Regular Meeting of the Port Commission is scheduled for February 25, 2019 at 10:00 am at the Port of Moses Lake.