

MINUTES of the regular meeting of the Port of Moses Lake Commission conducted on Monday, February 11, 2019 at the Terminal Building, Grant County International Airport.

PRESENT WERE: Commissioners David K. Jones, Stroud Kunkle and Darrin Jackson; Port staff: Jeffrey Bishop, Kim Detrollo, Carol Crapson, Greg Becken, and Bonnie Petersen.

ALSO, PRESENT: Richard Davis, Port Counsel (via Skype), Dan Couture, IFP, Juliann Dodds, Banner Bank, Larry Godden, Million Air, Michael Stein, CPA, Matt Davis, AeroTEC, Lisa Couret, Vanir, Charles Featherstone, Columbia Basin Herald, and Chief John Hoyt, Port Fire.

Commissioner Jackson called the meeting to order at 10:00 a.m.

The minutes of the previous regular meetings held on January 28, 2019 were approved as read.

The Commission, by a unanimous vote, approved for payment those vouchers described as follows: Warrant No. 6102051719 through 6102051722 including direct deposits in the total amount of \$22,439.50, Lost/Unavailable Receipt for Carol Crapson in the amount of \$51.64, Lost/Unavailable Receipt for Rich Mueller (IFP) in the amount of \$63.33, and Lost/Unavailable Receipt for Greg Becken in the amount of \$37.40. Motion carried.

Commissioner Jones moved to approve **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. Motion carried.

Commissioner Kunkle moved to 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. Motion carried.

Commissioner Jones moved to 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. Motion carried.

The Board was informed that, under the delegation of authority resolution, the Executive Director and/or Acting Executive Director

- Signed a contract with Gallagher Benefit Services, Inc. to conduct a Compensation Survey and Salary Review for an amount not to exceed \$25,000.
- Signed Amendment No. 2 to License Agreement with Boeing Company for use of the airfield perimeter road across Boeing property.
- 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.
- 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.
- 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.

- 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.
- Signed Memorandum Regarding Interim Use and Operation of Restaurant and West Conference Room

The Acting Executive Director gave his report to the Commissioners to update them on the following items:

- First hearing on Airport Sitting Committee Task Force
- Report from Electric Consultant regarding rates
- NCBR – open with Surface Transportation Board (STB) and upcoming Study Session regarding bridge crossing.
- Air Cargo

The Port Commission recessed to Executive Session at 10:25 a.m. for 20 minutes to discuss PERSONNEL RCW 42.30.110g items. No action taken.

There being no further business, the Port Commission adjourned the meeting at 10:45 a.m.

PORT OF MOSES LAKE

David K. Jones, Secretary

ATTEST: _____

Darrin M. Jackson, President