

MINUTES of the regular meeting of the Port of Moses Lake Commission conducted on Monday, November 12, 2019, at the Terminal Building, Grant County International Airport.

PRESENT WERE: Darrin Jackson, David K. Jones, and Stroud Kunkle; Port staff: Kim DeTrolio, Rod Richeson, Richard Hanover, Carol Crapson, Milton Miller, and Bonnie Petersen.

ALSO, PRESENT: Frank Chmelik, Port Counsel (via Microsoft Teams), Dan Couture, IFP, Charles Featherstone, Columbia Basin Herald, Juliann Dodds, Banner Bank, Larry Godden, Million Air, Kevin Richards, Western Pacific Engineering, and Chief John Hoyt, Port Fire.

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

Commissioner Jackson opened the Special Public Meeting at 10:00 a.m. to discuss the 2020 Port Budget. No questions or comments from the public were asked, the meeting was closed at 10:09 a.m.

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

The Commission, by a unanimous vote, approved for payment those vouchers described as follows: Warrant No. 6102052472 including direct deposits in the total amount of \$1,079.95. Motion carried.

Commissioner Jones moved to approve and execute Change Order No. 1 for Project #19-022 Terminal HVAC with Polhamus Heating & A/C in the amount not to exceed \$27,847.76. Motion carried.

Commissioner Kunkle moved to authorize Interim Executive Director to execute scope of work with Western Pacific Engineering for Industrial Wastewater-Site Preparation Phase 1 in the amount not to exceed \$111,250.00. Motion carried.

Commissioner Jones moved to authorize Interim Executive Director to execute small works contract with A1 Asbestos Environmental Services for asbestos abatement in Bldg. 2901 and 431 in the amount not to exceed \$62,457.92. Motion carried.

Commissioner Kunkle moved to authorize the Interim Executive Director to execute a professional service services agreement with Jacobs Engineering for Wastewater Storage Lagoon Preliminary and Final Design Services in the amount not to exceed \$376,000.00. Motion carried.

The Board was informed that, under the delegation of authority resolution, the Interim Executive Director

- Signed proposal with ABS Valuation for Five (5) Commercial Appraisal Reports in the amount not to exceed \$12,000.00. (Milton Miller)

The Interim Executive Director gave her report to the Commissioners to update them on the following items:

- Office furniture ordered for the Executive Director's office
- New man gates completed & installed in park area.
- Attended the All-Ports meeting in Ephrata, WA- introduction to new Executive Director of the Washington Public Ports Association, James Thompson.
- Segment 5 of the Northern Columbia Basin Railroad (N.C.B.R.) ongoing
- Jason Thibedeau – web presentation scheduled for Friday, November 15, 2019.
- Washington Public Ports Association Annual Meeting scheduled for November 19-22nd, 2019.
- Special Executive Session Meeting will be held in Tacoma, Washington to interview candidates for the open Executive Director position.
- Next Budget Hearing scheduled for November 25, 2019 at 10:00 a.m.

The Port recessed to Executive Session for 23 minutes to discuss RCW 42.30.110(i) Legal and 42.30.110 (c) Real Estate items. No action taken.

There being no further business, the Port Commission adjourned the meeting at 10:58 a.m.

PORT OF MOSES LAKE

David K. Jones, Secretary

ATTEST: _____

Darrin M. Jackson, President