

COMMISSIONERS' MEETING MINUTES

May 28th, 2019 – 9:00 AM

Those present were:

Commissioner Gary Weaver

Executive Director Chris Faix

Commissioner Deena Vietzke

Executive Assistant Lois Weise

Consultant Doyle Palmer

D. Vietzke made a motion to approve the Agenda, G. Weaver second the motion and it was passed. D. Vietzke made a motion to approve the Minutes, G. Weaver second the motion and it was passed. D. Vietzke made a motion to void the payroll check to K. Schutte and approve the remaining Vouchers and G. Weaver second the motion and it was passed.

The guest that was scheduled to speak for CLA did not show up.

C. Faix advised the board that he received a letter from WSDOT regarding aircraft registrations. G. Weaver advised he received the same letter and believed it was sent to all pilots.

Discussion was held regarding the Highway 26 and Reynolds Road canal. C. Faix advised he is going to wheel measure to the first spillway area and see what it would cost to bury just that portion. D. Palmer also suggested contacting the City of Othello about a lift station in the area.

C. Faix advised he spoke with a Suberizer representative about doing a 3-D drawing and gave him a list of specifications for a proposed building at the Bruce Industrial Park. G. Weaver advised he would really like to see a building put up at the airport to house the aircraft mechanic. D. Vietzke asked to have Suberizer get drawing for building at the airport. G. Weaver would like to have M. Byler come in and discuss her options. C. Faix advised that a representative from Suberizer will be at the next meeting. The board discussed locations if a hanger was to be built. C. Faix advised he will call Suberizer and M. Byler and work on getting them to talk about hanger options.

C. Faix gave Port attorney a copy of the letter regarding a tenant at the Incubator Building. D. Vietzke and G. Weaver signed the letter. It was requested that one copy be mailed and another hand delivered.

G. Weaver and C. Faix advised they attended the Washington Public Ports Association Spring Conference in Spokane. G. Weaver said it was a good conference and advised of the difference types of buildings the Port can build. C. Faix advised he enjoyed the information that was presented by the conference port lawyer speaker. The Board discussed that they want to build something with lasting benefits to the community.

The board discussed putting together a 5-year plan of what the Port wants to do. D. Palmer advised there was a 5-year plan put together in the past.

C. Faix gave the board a print out of the duties of a Port Commissioner. The Commissioners set Policy & Procedures and give C. Faix direction of where they want the Port to go.

Discussion was held by the board on procedures for hiring a new administrative assistant. The taking of applications will close on May 31st, 2019 at 5:00 pm. They suggested that interviews be set up and that the three top applicants are asked to come before the board on June 11th.

There being no further business the meeting was adjourned.



Gary Weaver, Chairman

Absent 

Kenny Schutte, Commissioner



Lois Weise, Executive Assistant



Deena Vietzke, Commissioner