

COMMISSIONERS' MEETING MINUTES

October 12th, 2021 – 9:00 am

Those present were:

Commissioner Gary Weaver (on phone)	Executive Director Chris Faix
Commissioner Deena Vietzke	Executive Assistant Carmon Derting
Commissioner Kenny Schutte	

Guests:

Jay Weiss, Adams County Commissioner
Shawn Logan, Othello Mayor
Doug Barger
Pat Simmons

Called to order at 9:01 am.

D. Vietzke made a motion to approve the Agenda, G. Weaver second, motion passed
D. Vietzke made a motion to approve minutes from September 28th, G. Weaver second, motion passed
D. Vietzke made a motion to approve vouchers, G. Weaver second, motion passed. There were questions on the Dign4U, Utilities Underground and Garage Doors invoices.

Jay Weiss reported that the Adams County Commissioners have now made 4 position appointments. D. Blankenship is working on Broadband grants for underserved areas in Adams County. The focus will be on Lind and SW Othello for the first grant. The next step would be parts of Lind, Washtucna and Ritzville. The County is working with Petro Corp. There was a suggestion that the Port look into finding and applying for grants to help the to project. The State is allocating more money to Rural Broadband. The County is in the middle of working on the 2022 Budget and Policy updates.

Hangar 4 and Taxi Lane Update

The Port will pay the electrical subcontractor directly for the 2 exterior lights on the storages. The electrical is waiting for the final inspection on the correction of the storage metering. The stripping is done on the taxi lane. Both projects are waiting for the final L&I paperwork to be completed. Straight A will write a check to the Port for the fines that were due to it taking longer to finish than the 100 days in the contract. The Port has received the Certificate of Occupancy. There will be a ribbon cutting on October 12th and the Columbia Basin Herald has been asked to attend. Pilots are being contacted. Four hangar units and both storage units have been leased. Pictures of the completed project will be taken in the next couple of weeks. The invoice for the concrete does include the additional driveway for Hangar 1, Unit 1 and extra gravel.

D. Vietzke made a motion to accept that the Hangar 4 project is complete and can be occupied. K. Schutte second, motion passed. G. Weaver abstained.

Sterilization

The Commissioners restated to not having the sterilization done and to try to spray the weeds when they are small.

Airport Amenities

It was brought up by a citizen to have an FBO, Courtesy Car and/or a Weather Station. There was some discussion about turning a storage unit into a Pilots' Lounge. There are possibilities to get a surplus car. It was mentioned that there is a hangar lease that has 18 years left, but the business has closed. There is a question on if the lease is still valid. More research will be done.

BOR Quit Claim

C. Faix has been told that the 3 phases of easement should have been completed when the survey was done on 26/Reynolds. He will keep checking on that.

Incubator

C. Faix has called of the business candidates for the incubator. One has been communicating with the Port and has requested the purchase of restaurant supplies so that he could use the space. The quick estimate is \$7500-\$10000. The decision was made to have the business get solid quotes for the equipment and installation and bring it back for the Commissioners to review. The option to increase the rent due to the price of the equipment was discussed. The Port may be willing to prorate the rent until the unit is fully equipped and functional. The lease contract would require a 5-year commitment with a clause that if the unit is vacated early, the remaining length of contract is still owed to the Port.

Preliminary Budget Review

The Commissioners were supplied with the proposed budget to review and discuss at the Public Meeting on October 26th.

Donation Request

There was a request made to donate towards community signage. It was learned that the Port is unable to donate.

Commissioner Compensation

It was learned that there is a limit to what the Commissioners can be paid in a year. The current limit is \$12,288. More research will be done to find out exactly what is considered compensation and if approved meetings can be added that would result in going over the limit.

Boyd Report

Mayor Logan entered the meeting to speak about the request to pay for part of the 2021 Boyd Report. The total is \$15,000 and the City of Othello, ACDC and Port of Othello have been asked to partner. The new report will include the Bruce Industrial Area and focus on food and beverage.

G. Weaver made a motion to pay \$5000 to ACDC for the Boyd Report, D. Vietzke second, motion passed.

Highway 26/Reynolds Road

Mayor Logan mentioned that the City of Othello is willing to contribute up to \$350,000 towards the engineering, drawings and construction management for the water and sewer lines. A second Public Hearing has been scheduled by the City of Othello for November 8th. A timeline and platting for the project would be needed. It was suggested that the Port decide what they want to do with the property. The City of Othello is in need of hotel/motels, commercial and restaurant spaces. There is also need for about 1200 housing units. The

intersection at 14th and Highway 26 is still a large concern. It was suggested that the Port and other organizations come together and bring the concern to the legislative level. The City of Othello is able to apply for monies from the Transportation Board.

With no further business coming before the Port of Othello Commissioners, the meeting adjourned at 10:45 am.

A handwritten signature in blue ink, appearing to read "Kenny Schutte", written over a horizontal line.

Kenny Schutte, Chairperson

A handwritten signature in blue ink, appearing to read "Deena Vietzke", written over a horizontal line.

Deena Vietzke

A handwritten signature in blue ink, appearing to read "Gary Weaver", written over a horizontal line.

Gary Weaver

A handwritten signature in blue ink, appearing to read "Carmon Derting", written over a horizontal line.

Carmon Derting, Executive Assistant