

## COMMISSIONERS' MEETING MINUTES

August 9th, 2022 – 9:00 am

Those present were:

Commissioner Gary Weaver  
Commissioner Deena Vietzke  
Commissioner Kenny Schutte

Executive Director Chris Faix  
Executive Assistant Carmon Derting

Guests:

Called to order at 9:03 am.

D. Vietzke made a motion to approve the agenda with the addition of a discussion on the water tower bill, K. Schutte second, motion passed

K. Schutte made a motion to approve minutes from July 26th, 2022 meetings, D. Vietzke second, motion passed

K. Schutte made a motion to approve vouchers after asking for clarification on the US Bank Invoice, D. Vietzke second, motion passed.

### **Airport:**

Phone lines are out again for the fuel. CenturyLink is aware of the issue and is scheduled to repair it on Wednesday, August 10<sup>th</sup>.

K. Schutte made a motion to contact Syntech to upgrade the Fuel Master system and connect it to mobile communication.  
D. Vietzke second, motion passed.

Schutte Farms will be mowing the land near the runway. K&L has sprayed needed areas.

### **Highway 26 Property**

C. Faix will be meeting with a new developer on Thursday, August 11<sup>th</sup> and give them a tour of the property. There will then be a meeting with the Mayor and the developer.

### **Bruce**

#### **Bruce Water System**

There was an invoice for over \$400,000 received for painting the water tower. C. Faix is going to call Suez about when the painting is going to be done and discuss a partial payment with the remainder due upon completion.

#### **Bruce Land**

C. Faix has been in communication with the potential leasee. Their attorney is working on the final contracts. Once they are received by the Port, they will be sent to the Port Attorney for review. The leasee is looking at a contract for 40 acres with a first right of refusal on additional land. The list of potential structures was reviewed. C. Faix is working on scheduling a time to tour a facility in Sunnyside that is similar to the Bruce Project. The Port Attorney has been doing research on the lease. They are a newer company, but they are working on multiple sites in Eastern Washington. The two Attorneys will work together to get the lease finalized. When the final contract has been reviewed, it will be sent to the Commissioners for their review and any lease negotiation details.

### **Other**

C. Faix presented the most recent Cash Flow Report, Bank Balances and Water Sales Report.

**Boyd Report**

There was a discussion on the Mayor's request to assist in writing a CERB grant and paying one third of the match for an updated Food and Beverage Report.

D. Vietzke made a motion to not participate in the new Boyd Report. K. Schutte second, motion passed.

**Parking Lot**

Due to the opening of the new café and the already congested parking lot, research was done on creating more spaces and adding tenant only parking signs. C. Faix contacted the Port Attorney to find out what exactly is needed on the signs. The response included the RCW and WAC codes. The Commissioners have agreed to move forward with the project with a total of up to 13 designated spaces.

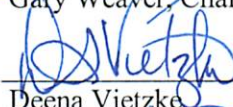
**Personnel**

C. Faix handed out forms for Personnel reviews to go over at the next meeting.

C. Faix gave the Commissioner's a report on the Director's Conference he attended.

With no further business coming before the Port of Othello Commissioners, the meeting adjourned at 10:010 am.

  
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Gary Weaver, Chairperson

  
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Deena Vietzke

  
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Kenny Schutte

  
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Carmon Derting, Executive Assistant