



SOUTHWEST WASHINGTON REGIONAL AIRPORT

Airport Operations Board Meeting

Thursday January 10, 2013

Kelso City Hall Council Chambers
203 South Pacific Kelso, WA 98626

Those present were as follows:

Operating Board:

Ken Botero, City of Longview
Darold Dietz, Port of Longview
David Futcher, City of Kelso
Norm Krehbiel, Member at Large

Kelso City Staff:

Steve Taylor, Kelso City Manager
Brian Butterfield, Finance Director
David Sypher, Public Works Director
Dan Johnson, Airport Operations Manager
Becky Hill, Department Assistant

1. **Call to Order.** Meeting was called to order at 3:04 pm by Chairman Ken Botero.
2. **Pledge of Allegiance.** Led by Chairman Botero.
3. **Roll Call.** Members of Airport Operations Board present: Chairman Ken Botero, Board Members David Futcher, Darold Dietz, and Norm Krehbiel. Absent: Dennis Weber.
4. **Minutes:** No minutes – due to work load of Department Assistant.
5. **Report from City Attorney (Janean Parker).**
Insurance for Airport Management Contractor (L G Hext, Enterprises). After research, the attorney has determined that the contractor can be added as an endorsement to the SWRA (Southwest Regional Airport) general liability policy. The cost will be around \$800.00 per year and Mr. Hext offered to pay the insurance. Mr. Hext will provide a check to the finance department for the full amount.

There was discussion regarding the payment of \$60,000 by the four entities which provide financial support for the airport.
6. **Airport Management Services Contract.** Chairman Ken Botero entertained a motion to approve the Airport Management Services contract with L G Hext, Enterprises.
Motion to approve the Hext contract by: Norm Krehbiel, 2nd by David Futcher.
Motion passed unanimously.

Chairman Botero expressed that the contract seemed beneficial, this was what we're trying to do. Other Board members made positive comments.

Steve Shoff asked if there had been more than one proposal. Attorney Parker explained that two proposals were presented to the Operations Board and the Board accepted the one that would most likely provide what was needed at the moment. David Futcher added that someone was needed right now and that the Hext contract has a 3-month "out". Mr. Shoff requested a copy of the airport management services contract. David Sypher said a copy would be available at Dan Johnson's office the next day.

7. **Contact person for new Airport Manager.** Attorney J. Parker recommended that a contact person (from the Airport Operations Board) be appointed to interact with Mr. Hext. Mr. David Sypher added that this would give Hext a single point of contact rather than having to have discussions with each board member about airport items.

Motion made by David Futcher to have a contact person from the Airport Operations Board for George Hext to contact and nominated Dennis Webber. 2nd by Darold Dietz. Motion passed unanimously.

8. **Report from Dan Johnson, Airport Operations Manager:**

Mr. Johnson reported that Jim Nichols has requested a reduction in his hangar rent due to a burglary in his current hangar. Discussion followed. Attorney Janean Parker explained that Washington State Constitution requires charging the fair market value when leasing property. Attorney Parker will review the Washington State law regarding this matter and will report back to the Board.

Mr. Johnson reported that Jersey Barriers have been installed on a section of the property line on the west side of the airport. BNSF Railmaster, Kim Ohs, gave approval to place them on their property. Sam Arola, of WSDOT, provided and placed the Jersey Barriers at no charge.

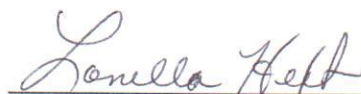
9. **Public Comments:**

Tom Barnes (representative of the In Country Vets Motorcycle Club) gave brief overview of the club. Mr. Barnes requested free space at the airport for the club to meet. Attorney Janean Parker explained the Washington State Constitution requires charging fair market value. George Hext commented that FAA regulations stipulate that hangars are for aviation use only.

Motion to deny Mr. Barnes' request was made by David Futcher, 2nd by Norm Krehbiel. Motion passed unanimously.

Comments: Mr. Scott Walstra (Cowlitz County Development Council) feels that there may be an avenue or some way to help with a location for the club to meet.

Meeting adjourned 3:55 pm


Louella Hext, Recording Secretary


Ken Botero, Chairman