

Moses Lake Municipal Airport Commission

A regular meeting of the Moses Lake Municipal Airport Commission was held on Thursday, May 19, 2022, at 6:00 p.m. The meeting was called to order by Finley Grant.

P = Present    E = Excused    A = Absent    C = Canceled

Name	Jan	Feb	Mar	Name	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Tom Dent	P	E	E	<b>Finley Grant</b>	P	P							
Finley Grant	P	P	P	<b>Richard Pearce</b>	P	E							
Darrin Jackson	P	P	P	<b>Darrin Jackson</b>	P	P							
Richard Pearce	P	P	E	<b>Rod Richeson</b>	P	P							
Tim Prickett	P	E	P	<b>Richard Waltman</b>	P	P							

COMMISSION MEMEBERS PRESENT/ABSENT/EXCUSED: Present: Finley Grant, Darrin Jackson (via zoom), Rod Richeson, Richard Waltman (via zoom). A motion was made by Mr. Grant to excuse Mr. Pearce. The motion was seconded by Mr. Jackson and passed unanimously.

OTHERS PRESENT: Tony Massa, Public Works Superintendent; and Trisha Kehret, Engineering Administrative Technician.

VISITORS: Darel Fuller, Larry Wheat, and John Pletting

MINUTES OF MARCH 11 & 29, AND APRIL 28 MEETINGS: Mr. Grant announced that Tracey Law had sent an email asking if the minutes from March 11, 2022, and March 29, 2022, were approved and he confirmed that they were. Mr. Jackson motioned to approve the April minutes. The motion was seconded by Mr. Richeson and passed unanimously.

MAY AIRPORT INSPECTION: Mr. Jackson completed the inspection and reported there were no issues.

JUNE INSPECTION: The June inspection will be done by Mr. Jackson

OLD BUSINESS:

- A. LEASES: COMMERCIAL/NON-COMMERCIAL: The Commission discussed 4 changes.
  - 1) Cost of Space and Utilities: Mr. Grant suggested making a cap of a 3% increase to keep the price of leases down. Mr. Richeson made the motion to except. The motion was seconded by Mr. Jackson and passed unanimously.
  - 2) Construction: Mr. Richeson motioned to strike the sentence, "Lessee shall complete building projects within one hundred twenty (120) days" from the lease. The motion was seconded by Mr. Waltman and passed unanimously.
  - 3) Flammable Material Storage: Mr. Jackson suggested Mr. Grant look into having someone from the fire department come to the next meeting to talk about the ordinance of storing fuel. Mr. Richeson suggested owner of hanger be responsible for their own inspection.
  - 4) Authority to Obligate Lessor: Mr. Richeson suggested that anywhere in lease agreements it mentions "authorizes City Manager" and replace it with "Airport Commission". Mr.

Waltman motioned to except. The motion was seconded by Mr. Jackson and passed unanimously.

- B. FUEL SYSTEM: Mr. Grant announced the fuel system was already supposed to be delivered, but measurements for the trailer were off. A new date was set to load fuel system on May 26, 2022, and it will be delivered to Moses Lake and unloaded on May 27, 2022.
- C. IRRIGATION FOR GREENBELT: Mr. Grant has an estimate from last December that is a little over \$13,000. Mr. Grant will meet with Lad Irrigation to get an updated estimate. Mr. Grant said some of the work can be done by the Commission to help with cost. The Commission has access to a trencher.

**NEW BUSINESS:**

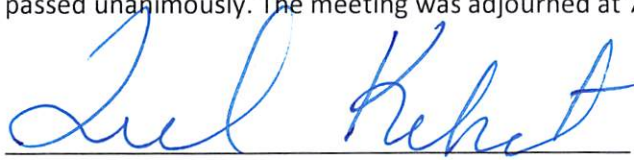
- A. TIE-DOWNS: Mr. Grant feels there is no reason to lease the space. Mr. Jackson suggested a locked drop box for payments. Mr. Jackson motioned to charge \$20.00 a month for transient parking with the first week free. The motion was seconded by Mr. Richeson. After further discussion the motion was passed unanimously. Mr. Jackson motioned to abolish the transient lease, make it an honorary system, and track the aircraft by the "N" numbers off the airport inspection forms. The motion was seconded by Mr. Richeson and passed unanimously.
- B. RADIO CONTROLLED LIGHTING: Darel Fuller recommendation was to keep what they already have, and to leave the lights on at all times.
- C. AIRPORT BILLS AND PAYMENT: Mr. Grant received an email from the city regarding a petty cash account being set up. Mr. Grant suggested that receipts from purchases should be given to him and turned into the city for reimbursement.
- D. GAS CARD FOR TRACTOR: Darel Fuller mentioned that the airport does have a Cenex fuel card.
- E. ELECTICITY AT SHOP BUILDING: Mr. Grant has spoken with Darrel Fuller about getting the electricity on in the building and establishing new service for the shop and office.
- F. STERN HANGER: Mr. Jackson motioned the Stern hanger go back to a non-commercial lease, remain private, and to reimburse the difference of the cost from 2021. The motion was seconded by Mr. Richeson and passed unanimously.
- G. TRENCH FILLING SW CORNER: The Commission is worried the canal bank wall might give out and effect the building. Mr. Jackson has reached out to the Watermaster and is awaiting a call back to see what needs to be done.
- H. HONORARY PLAQUES FOR DAREL FULLER AND JERRY RICHARDSON: Mr. Grant spoke of the Commissions appreciation of both Darrel and Jerry and announced they would have honorary plaques made for them. Mr. Jackson suggested the plaques be presented at the City Council Meeting.
- I. VOLUNTEER TIMESHEETS: Mr. Richeson turned in his volunteer forms. Larry Wheat asked how to become a volunteer. Mr. Richeson said he would have volunteer forms made and available for people that want to apply.

J. OTHER: The Commission spoke about the need to retrieve financial records to see how much they are paying out. Mr. Grant has been talking with Tony Massa on this matter.

Barbecues: Mr. Jackson mentioned they had barbecues donated to the airport and suggested putting them by the transient parking area for pilots who are camping.

PATIO: EAA chapter 355 is thinking of putting in a patio at the north end of the operations building. Mr. Jackson suggested putting firepits there as well.

A motion was made by Mr. Richeson to adjourn the meeting. Mr. Jackson seconded the motion and it passed unanimously. The meeting was adjourned at 7:22 p.m.



Trisha Kehret, Engineering Administrative Technician