

Moses Lake Municipal Airport Commission

A regular meeting of the Moses Lake Municipal Airport Commission was held on Thursday, April 06, 2023, at 6:00 p.m. The meeting was called to order by Rod Richeson.

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

Name	Jan 5 26	Feb 9 23	Mar 9	Apr 6	May 4	Jun 8	Jul 6	Aug 3	Sept 7	Oct 5	Nov 2	Dec 7
Rod Richeson	P P	P P	P	P								
Richard Pearce	P P	P P	P	P								
Finley Grant	E P	E P	P	P								
Darrin Jackson	P P	P P	P	P								
Richard Waltman	P P	P P	P	P								

COMMISSION MEMBERS PRESENT/ABSENT/EXCUSED: **Present:** Rod Richeson, Darrin Jackson, Richard Pearce, Richard Waltman and Finley Grant.

OTHERS PRESENT: Trisha Kehret, Engineering Administrative Technician, Tony Massa, Public Works Superintendent, and Rich Huebner, Assistant City Manager.

VISITORS: Andy Luebke and Larry Wheat

MINUTES OF MARCH 9TH MEETING: A motion was made by Mr. Jackson to approve the minutes of the March 9, 2023, meeting. The motion was seconded by Mr. Waltman and passed unanimously.

APRIL INSPECTION REPORT: Mr. Waltman noticed severe cracks on the runway that need to be addressed. The Airport Commission have a hot tar machine but asked Mr. Massa if he could look into getting rubber blocks. Mr. Waltman was asked to head the project.

CHANGES TO THE AGENDA:

- Mr. Massa added Airport Event Insurance to New Business item F.
- Mr. Richeson added Timesheets to New Business item G.

OLD BUSINESS:

- A. FUEL STATION PERMIT APPLICATION: Mr. Massa and Mr. Richeson attended the pre-application meeting, and now they are waiting for the written report back so they know what stormwater requirements will need to be met. The report should be back by the next Commission meeting.
- B. SPRAYING: Mr. Richeson stated that Mr. Prickett has been notified and cannot spray chemicals at the airport any longer. The Commission has talked to Northwest Agriculture about spraying. The city needs to be given documentation showing that NW Ag has the requirements to spray on city property.

NEW BUSINESS:

- A. LEASE LANGUAGE: Mr. Richeson and Mr. Huebner attended a meeting with City Attorney Katherine Kenison and City Manager Allison Williams, to discuss the concerns of the lease language. Mr. Richeson stated that Ms. Kenison didn't believe the language that was recommended by the Commission was acceptable. The lease states that the hangar needs to be used primarily for aviation activity. There was discussion of what "primarily" means. Mr. Richeson suggested asking City Council to clarify the legal definition of "primarily" as stated in the lease.

Mr. Pearce stated that the lease that was recommended by the Commission to the City was not the lease written by Mr. Sonn, but a lease that Mr. Pearce modified using some of the language from the lease Mr. Sonn wrote as well as incorporating language from the old lease. Mr. Richeson asked Mr. Huebner if he could set up a time with Ms. Kenison for the Commission to have a study session with her to discuss the lease language. Mr. Huebner will try to set up a time in the next couple of weeks.


- B. MARKET ANALYSIS: Mr. Pearce stated he thinks that they should be able to copy the rate style of Grant County International Airport. Mr. Huebner replied that the Commission expressly requested the rate market analysis to be an apples-to-apples comparison of airports that only charge for the ground, and that Grant County International Airport is not a comparable style of airport.
- C. TIM PRICKETT LETTER: Mr. Richeson said that after meeting with city staff, he sent Tim Prickett a letter stating that he can no longer spray chemicals at the municipal airport.

- D. WSCAA CONFERENCE: Washington State Community Airport Association has a conference in the Fall and Mr. Richeson asked Mr. Huebner if he could find out if they have enough money in the budget to send a commissioner to the conference.
- E. WAMA MEMBERSHIP: Washington Airport Management Association has a conference in May. The Commission asked if they could pay for the conference themselves and represent the city and airport, without reimbursement. Mr. Huebner will check with the City Finance Director.
- F. AIRPORT EVENT INSURANCE: Mr. Massa stated that the airport insurance policy has exclusions for special events such as the STOL event. Without supplemental insurance there will be no coverage for the event. Mr. Massa forwarded an Air Meet Liability Application for insurance coverage to the Commission to fill out to get a quote for supplemental insurance for the STOL event. Mr. Jackson asked if they could get a quote from Micah Troutman from Basin Pacific Insurance as well.
- G. TIMESHEETS: Mr. Richeson asked if the Commission is required to record volunteer time and turn it into the city. Mr. Massa responded with yes, volunteer time needs to be recorded for L&I purposes to cover the Commission and the City in case of an accident.

MISCELLANEOUS:

- Mr. Waltman asked if there was any word on the perimeter chain link fence grant. The grant requires a 10% match, and the commission can use prevailing wage volunteer labor as the 10% match. Mr. Richeson and Mr. Huebner will take the grant application to the City Council for approval and then get it submitted.

Mr. Jackson made a motion to adjourn the meeting. The motion was seconded by Mr. Grant and passed unanimously. The meeting was adjourned at 7:18 p.m.



Trisha Kehret, Engineering Administrative Technician