

## Moses Lake Municipal Airport Commission

A regular meeting of the Moses Lake Municipal Airport Commission was held on Thursday, July 21, 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	P	P					
Finley Grant	P	P	P	<b>Richard Pearce</b>	P	E	P	P					
Darrin Jackson	P	P	P	<b>Darrin Jackson</b>	P	P	P	P					
Richard Pearce	P	P	E	<b>Rod Richeson</b>	P	P	P	P					
Tim Prickett	P	E	P	<b>Richard Waltman</b>	P	P	P	P					

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

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

**VISITORS:** Jay Williams

**MINUTES OF JUNE MEETING:** Mr. Jackson motioned to approve the June 09, 2022, minutes. The motion was seconded by Mr. Richeson and passed unanimously.

**JULY AIRPORT INSPECTION:** Mr. Pearce completed the inspection and reported the air conditioning in the operations building is inoperative. Rod suggested, reaching out to Hochstatters Electric about donating, trouble-shooting time, to fix the AC unit. Mr. Pearce also reported the PAPI on 34 was inoperative. Mr. Jackson will make necessary rectifications. (Inspection report attached to minutes)

**AUGUST INSPECTION:** The August inspection will be done by Mr. Jackson.

**OLD BUSINESS:**

**A. LEASES: COMMERCIAL/NON-COMMERCIAL:**

- 1) Mr. Pearce reported the leases have been sent to David Sonn. Mr. Sonn will make his remarks regarding the leases and have the leases returned before the next Commission meeting.
- 2) The Stern and Russell leases will go back to a non-commercial lease and credits should be issued.

- B. **FUEL SYSTEM:** Mr. Jackson has reached out to four companies, in regard to, leasing the fuel system. Two of the companies have shown interest in setting up the fuel system and doing all the permitting. Mr. Jackson mentioned that the Commission will need to decide if they want to have a charge for the leased ground or charge a straight flowage fee and suggested the contractor pay for power, internet service, and phone.

Mr. Pearce suggested the airport be responsible for having the fuel system operational. Mr. Jackson made a motion to use the CARB loan to hire a contractor, on a separate contract from the fuel system lease, to get the fuel system up and running. The motion was seconded by Mr. Pearce and passed unanimously. After further discussion, Mr. Jackson retracted his previous motion and instead motioned to get a minimum of three quotes for getting the fuel system up and running with the card lock system. The motion was seconded by Mr. Pearce and passed unanimously.

- C. **IRRIGATION FOR GREENBELT:** Mr. Grant will contact Water Master, Gary Whitaker, about coming out to the airport and run through what is needed to set the pump and pull water from the canal.

Mr. Grant said they plan on using a drought resistant grass called Buffalo Grass, on the Greenbelt. The grass has a normal height of 4 inches and can be purchased through the state.

- D. **STRIPING TAXI-WAYS:** Mr. Jackson got estimates for striping the taxiways from the City of Moses Lake, Columbia Basin Striping, and the Port of Moses Lake. The City of ML estimate was \$21,280.50 (Estimate attached to minutes), Columbia Basin Striping has not gotten an estimate back to Mr. Jackson yet, and the Port of ML offered an estimate for leasing the airport equipment and supplies, which is listed below:

- \$100 a day (no charge for Saturday or Sunday) for walk behind unit
- \$3100 for paint
- \$250 for glass beads
- \$100 fee to use equipment
- The Port of ML will deliver equipment and train commissioners to use equipment

Mr. Jackson suggested recruiting 3-5 people in addition to the commissioners to volunteer to do striping and get in done in one day. Mr. Pearce motioned to stripe the taxiways themselves with the use of the Ports equipment and volunteer labor. The

motion was seconded by Mr. Richeson and passed unanimously. Mr. Jackson volunteered to head the project.

**NEW BUSINESS:**

- A. **STOL COMPETITION:** Mr. Richeson proposed doing a short take-off and landing competition or demonstration event, in 2023, to help draw more people to the airport. This event was said to be a good way to show case the new greenbelt and new fueling system. Suggested dates for this event were Memorial Day Weekend, 2023, or July 15-17, 2023. Mr. Richeson motioned for the commission to approve a five-person committee to plan and execute a STOL event at the municipal airport for 2023. The motion was seconded by Mr. Jackson and passed unanimously. Mr. Richeson would like to be the head of the committee and has volunteered to look-into the requirements to put this event on.
- B. **SANI-CANS/PORTA POTTIES AT AIRPORT:** Mr. Richeson was approached by Mr. Wilson of Cross Wood Aviation about putting a Sani-Can by his fuel pump. Mr. Wilson has concerns about leaving his restroom unlocked during the night. Tony Massa suggested directing the question to the Building and Planning Department. After discussion the commission decided, they would like to see Mr. Wilson allow access to his restroom after hours by key code, cypher lock, or reader print on gas receipt, instead of the use of a Sani-Can.
- C. **SIGNAGE ON AIRPORT ROADS, SECURITY:** It was brought to Mr. Grants attention that Municipal Hangar Road and Municipal Airport Road had no signs stating dead end roads. People are driving down the roads not knowing it's not a through road and ending up on the runway and taxiways. Mr. Richeson suggests putting signage on both roads stating, "Not Through Road" or "Airport Personnel Only Past This Point". Mr. Grant and Mr. Massa will get together and find out appropriate signage can be put up.
- D. **FENCING ALONG AIRPORT ROADS, GATES, AND PARKING:** Mr. Pearce would like to see fencing put up on south end of property closing off traffic from Wheeler Road, to help with security. Mr. Pearce spoke of getting grants for fencing with gates of the airport property. Mr. Richeson is opposed to fencing the entire airport and it being closed off. He would like to see the south end traffic being fenced off but would like to see the rest stay open. Mr. Richeson believes that **some** additional fencing and signage will help educate people on where they are allowed to be.
- E. **BORDER SURVEY FOR THE SOUTH END OF THE AIRPORT:** Mr. Pearce re-addressed the need to have the south end of the airport property surveyed. Mr. Grant announced he will get in contact with Gary Whitaker, Watermaster for the Irrigation District, to see if

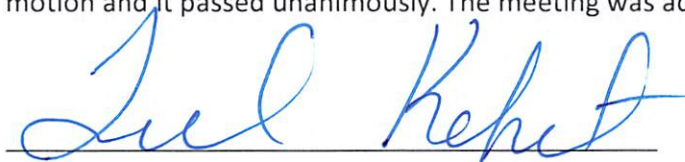
he has any insight as to the property lines. Mr. Pearce declares the city should have the survey done. Mr. Massa states, if the commission writes up the scope of the specific work that is being requested, he will have the City Engineers develop an estimate for the survey to be done. Mr. Pearce made a motion to petition the city to survey the south end of the property and have it staked. The motion was seconded by Mr. Jackson and passed unanimously.

- F. PLATTING THE REMAINING AIRPORT PROPERTY: Mr. Pearce handed out proposal paperwork regarding airpark development, which he intends to send to the City Manager. (Proposal paperwork is attached with minutes) He has asked the commissioners to take the time to look it over and offer feedback later.

**MISCELLANEOUS:**

- A. Visitor, Jay Williams, took the podium and stated he was interested in getting a commercial lease at the airport. Mr. Williams proposal was to build a hangar, have a wood shop and rent hangar space for aircrafts. Mr. Jackson said he will get forms together for Mr. Williams to fill out and offered to take him out to look at lots.
- B. Mr. Pearce announced he is on a mailing list for WSCAA, Washington State Community Airport Association, who is an organization that caters to community airports. WSCAA is having an annual conference October 19-20 in Leavenworth. He thinks it is a good agenda and suggest anyone interested should attend.
- C. Mr. Pearce announced a notice of application to change the zoning on the East side of Road L. On August 24, 2022, Mr. Pearce will be attending the County Planning Commission Hearing to discuss the matter. He asked if the Commission would like him to represent the Municipal Airport at this meeting. Mr. Grant reported a letter on behalf of the Municipal Airport Commission (Letter attached with minutes) had also been written. Mr. Richeson made a motion to send Mr. Pearce as a liaison to represent the Municipal Airport at the County Planning Commission Hearing. The motion was seconded by Mr. Pearce and passed unanimously.
- D. Mr. Richeson voiced a concern about the morning glory growing in the grass and recommends looking into having someone professionally spray chemicals to kill the weeds. Mr. Jackson will talk with Tim about spraying the weeds.

A motion was made by Mr. Richeson to adjourn the meeting. Mr. Waltman seconded the motion and it passed unanimously. The meeting was adjourned at 7:56 p.m.



Trisha Kehret, Engineering Administrative Technician