

LAKE CHELAN AIRPORT BOARD
AUGUST 28, 2014

1. Call to Order
2. Minutes
 - A. Approve Minutes of the July 24, 2014 Airport Board Meeting
 - B. Approve Minutes of the August 14, 2014 Airport Board Meeting
3. Consent Agenda
 - A. Approve Claim & Payroll Warrants (Reviewed by Morehouse)
4. Action Items
 - A. None
5. Airport Manager Comments
6. Adjournment

MINUTES OF THE JULY 24, 2014
AIRPORT BOARD MEETING
Chelan City Hall, 135 East Johnson Street, Chelan, Washington

1. **CALL TO ORDER:**

The meeting was called to order at 7:22 p.m.

PRESENT:

Airport Board President Goedde, Members Cooney, Higgins, Isenhart, McCardle, Morehouse, Steele, Manager Schmidt, and Secretary Gallucci. **ABSENT:** Board Member Harper.

2. **MINUTES:**

Ms. Isenhart moved to approve the Minutes from the July 10, 2014 Airport Board Meeting. Second by Mr. Morehouse. Motion passed unanimously.

3. **CONSENT AGENDA:**

Ms. Isenhart moved to approve the consent agenda as follows. Second by Mr. Cooney. Motion passed unanimously.

A. July 24, 2014 Claim Warrants No. 5896 - 5904 totaling \$21,806.63 and Payroll Warrants No. 2932 - 2937 totaling \$2,026.48.

4. **ACTION ITEMS:**

A. **RMK HOLDINGS, LLC & RUSS KEYS LEASE TERMINATION:** Mr. Schmidt stated this was a standard lease termination with RMK Holdings, LLC and Russell Keys for Airport Lots 316, 317 and 318.

Mr. Morehouse moved to authorize the Airport Board President to sign the Lease Termination and Surrender of Tenancy Agreement with RMK Holdings, LLC and Russell Keys for Airport Lots 316, 317 and 318. Second by Ms. McCardle. Motion passed unanimously.

B. **LEASE AGREEMENT FOR LOTS 316, 317 and 318:** Mr. Schmidt said as evident in the previous agenda item, RMK Holdings and Russell Keys have terminated their lease agreement for Lots 316, 317 and 318. Peterson Hildahl, LLC (Greg and Teresa Peterson) and Steve and Tracy Bates are requesting to lease Lots 316, 317 and 318. This is standard airport lease agreement.

Mr. Morehouse moved to authorize the Airport Board President to sign the Lease Agreement with Petersen Hildahl, LLC and Steven and Tracy Bates for Airport Lots 316, 317 and 318. Second by Mr. Steele. Motion passed unanimously.

C. **EMERGENCY FACILITIES AND LAND USE AGREEMENT:** Mr. Schmidt informed the Board due to the Carlton Complex fires, the US Forest Service Incident Command has requested use of the Lake Chelan Airport for staging equipment and helicopter staging. They are also requesting use of the pilots lounge, the restrooms, and grey water disposal. The Airport will receive \$150 per day retroactive to July, 19, 2014.

Ms. Isenhart moved to authorize the Lake Chelan Airport Board President to sign the “Emergency Facilities and Land Use Agreement” with the Forest Service Agency/Department of Natural Resources as presented. Second by Mr. Steele. Motion passed unanimously.

- D. AIRPORT MANUFACTURED HOME RENTAL AGREEMENT: Mr. Schmidt stated the need to fill the onsite management position at the airport. The proposed rental agreement is an exchange for services for 80 hours a month minimum calculated on fair market value of the rental property at \$960 per month. The individual will provide oversight at the airport on evenings and weekends and will also assist the part time airport maintenance manager. Mr. Schmidt has vetted a very credible candidate with airport experience.

Mr. Steele moved to authorize the Airport Board President to sign the Airport Manufactured Home Rental Agreement as presented. Second by Ms. McCardle. Motion passed unanimously.

5. AIRPORT MANAGER COMMENTS:

A. None.

6. ADJOURNMENT:

There being no further business, the meeting adjourned at 7:27 p.m.

Prepared by:

Attested to:

Date approved by Airport Board:

Peri Gallucci
Airport Board Secretary

Robert R. Goedde
Airport Board President

MINUTES OF AUGUST 14, 2014
AIRPORT BOARD MEETING
Chelan City Hall, 135 East Johnson Street, Chelan, Washington

1. **CALL TO ORDER:**

The meeting was called to order at 6:33 p.m.

PRESENT:

Airport Board President Goedde, Members Cooney, Harper, Higgins, Isenhart, McCardle, Morehouse, Steele, Manager Schmidt and Secretary Gallucci.

2. **MINUTES:**

This item was removed from the agenda.

3. **CONSENT AGENDA:**

Mr. Morehouse moved to approve the consent agenda as follows. Second by Mr. Cooney. Motion passed unanimously.

A. August 14, 2014 Claim Warrants No. 5905 - 5920 totaling \$33,628.35 and Payroll Warrants No. 2938 - 2943 totaling \$1,977.92.

4. **ACTION ITEMS:**

A. None.

5. **AIRPORT MANAGER COMMENTS:**

A. None.

6. **ADJOURNMENT:**

There being no further business, the meeting adjourned at 6:34 p.m.

Prepared by:

Attested to:

Date approved by Airport Board:

Peri Gallucci
Airport Board Secretary

Robert R. Goedde
Airport Board President