

# AIRPORT ADVISORY COMMITTEE

## MINUTES OF THE MEETING OF FEBRUARY 1, 2016

**MEMBERS PRESENT:** Jesse Hudson, Vice-Chairperson  
Ron Close  
Tom Reed  
Jerry Waltrip

**MEMBERS ABSENT:** Michael Tribelhorn, Chairperson  
Sean Ensz  
Robert Downing

**OTHERS PRESENT:** Cameron Alden, Director of Public Works  
Troy Graham, Assistant Director of Public Works  
Bill Pyle, Airport Manager  
Andrea Holtzman, Administrative Assistant

The Airport Advisory Committee met on Monday, February 1, 2016 at 12:00 p.m., in the City Hall Conference Room. The meeting was called to order at 12:00 p.m. with four (4) members present.

**The first order of business was the introduction of Sean Ensz and Tom Reed as new members to the Committee.** Tom Reed works for Leisuretime Products. Mr. Ensz was not present at this meeting and would be introduced at the next meeting.

**The second order of business was the election of a new Chairperson and Vice Chairperson.** In this regard, it was the consensus of the Committee to have Jesse Hudson move from Vice Chairperson to Chairperson. Mr. Hudson accepted this position for the 2016 term. Mr. Hudson made the motion for Robert Downing to serve as the new Vice Chairperson. Ron Close seconded this motion and it passed unanimously.

**The third order of business was the approval of the minutes of the meeting of November 2, 2015.** Ron Closed moved that the minutes be approved as submitted. This motion was seconded by Tom Reed and carried unanimously.

**The fourth order of business was a 2015 Year End Update,** Bill Pyle handed out updated information on the fuel sales for 2015. Mr. Pyle charted the fuel sales over the past five (5) years. Mr. Pyle explained the Airport has a five (5) year contract with AVfuel to provide fuel. It was suggested to have Mr. Pyle research contracts that lock in fuel prices.

Mr. Pyle explained hay baling went late in 2015 due to rain early in the season. 470 total bales totaling \$3,240.00 were baled for the airport.

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**The fifth order of business was a 2016 Operations Update,** Cameron Alden indicated the Farmer's contract has been signed and Ken Buncarelli will be the farmer for 2016. He has rented the acres at \$55 an acre.

It was asked if the Airport can bid out the contract to try to get the best price for the land. Ron Closed moved that the Airport bid out the contract for the 217 acres of farm land for 2017. Tom Reed seconded. The motion passed unanimously.

Mr. Pyle also gave an update on the winter weather operations at the airport. Snow plows have been ran twice and deice chemical has been utilized twice.

**The sixth order of business was a Project Update,** Mr. Alden explained the engineering design and Mill and Overlay Project of Runway 16-34 is in final review at the FAA. The runway extension design contract has been awarded to Lochner. Both projects will go out for bid at the same time. Beginning in May the City will apply for grants for the projects. The bid will be awarded in mid-June or July. The Notice to Proceed for the Mill and Overlay Project will be issued in August. The Notice to Proceed for the Runway Extension will not be awarded until a later time. The extension cost estimate is approximately \$1.7million including engineering costs. FAA pays no more than \$1.56 million. As part of extension a partial taxiway was granted by KDOT.

**The seventh order of business was a discussion of the Capital Improvements Plan (CIP) for the next 5 years.** Mr. Alden explained he would like to take a little more time to look over the CIP. Troy Graham will email a copy of the Airport Master Plan to Mr. Reed and Mr. Close. Ron Close made a motion to have staff try to contact FAA to see if grant money is available for the rehabilitation of Runway 4-22 to be funded earlier than 2018. Tom Reed seconded the motion. Motion carried unanimously.

Mr. Reed asked if there was anything that can be done to earn the Airport more points for FAA projects and also increase the airport use. Mr. Pyle indicated the extension of the runway would help.

**Under Other Business,** Mr. Alden explained he would like to add a \$50 call out fee for before or after hour calls to cover the costs of employees.

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There being no further business to be discussed, Ron Close moved to adjourn the meeting at 12:50 p.m. This motion was seconded by Tom Reed and the motion carried unanimously.

Respectfully submitted,

Andrea Holtzman  
Administrative Assistant of Public Works