

AIRPORT ADVISORY COMMITTEE

MINUTES OF THE MEETING OF MAY 7, 2018

MEMBERS PRESENT: Sean Ensz, Chairperson
Dr. Ken Harris, Vice Chairperson
Robert Downing
Jesse Hudson
Michael Tribelhorn

MEMBERS ABSENT: Jerry Waltrip
Ron Close,

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

The Airport Advisory Committee met on Monday, May 7, 2018, in the City Hall Conference Room.

At 12:18, Sean Ensz, Chairperson, called the meeting to order with five (5) members present. Dr. Ken Harris moved to establish the quorum with the majority of the Committee, four (4) members. Jesse Hudson seconded the motion. This motion passed unanimously.

Dr. Ken Harris moved to suspend the rules and discuss some non-agenda items. Jesse Hudson seconded the motion. A copy of the committee's By-Laws could not be located prior to the meeting. After discussion, the group decided to establish some simplified by-laws until the originals were found or new rules could be established. Dr. Ken Harris moved to establish the quorum with the majority of the Committee, four (4) members. Jesse Hudson seconded the motion. This motion passed unanimously.

Michael Tribelhorn moved for the simple majority of the quorum will establish any recommendations and nominations. Jesse Hudson seconded the motion. The motion passed unanimously.

The meeting moved on to its regular agenda.

The first order of business was the approval of the meeting minutes from February 5, 2018. Jesse Hudson also moved to change the minutes to reflect that Dr. Ken Harris was nominated as the 2018 Vice Chairperson and not Jerry Waltrip. Bob Downing seconded the motion and this motion passed unanimously.

Jesse Hudson moved to approve the minutes as corrected. Dr. Ken Harris seconded the motion. This motion passed unanimously.

The second order of business was a discussion on fuel sales. Bill Pyle handed out updated information on the fuel sales from January through March of 2018. Mr. Pyle indicated the fuel sales are showing to be increasing.

Michael Tribelhorn asked when the discount begins and ends. Mr. Pyle indicated the contract fuel price is paid the entire year and the discount is rebated back at the end of the year. This begins January 1st and ends December 31st every year.

These numbers were established by the Committee a few years ago. Last year only one member used the tier. In past years, around three users made it.

The third order of business was an update on the projects at the Airport. Bill Pyle indicated the project to connect the turn-arounds together is in final design stages. There will be some runway closure times. This project is projected to begin this fall.

The runway extension is completed. The FFA will be coming to do a flight inspection to commission the new Runway 17 PAPIS and REILS. The FAA estimated cost is below the budgeted amount for the flight check.

Bill Pyle handed out an aerial photo of the new painted runway 16-34. The parallel taxiway is part of the original master plan.

Bill Pyle is going to review the turnaround widths and bring it back to the Committee as the next meeting.

Under Old Business, Bob asked if the AWOS is working. Bill Pyle indicated it has been repaired. The ceilometer, the device that measures cloud ceiling height, needs to be updated. The cost for this device is estimated at \$30,000. Staff is looking to see if there are grants available for these upgrades.

Mr. Downing also asked if there was a possibility of getting another fuel truck. Cameron Alden indicated it is not on the 5-year plan at this time. The estimated cost to replace this truck is \$150,000.00. Mr. Downing indicated there could be a possibility of getting a used truck.

Mr. Alden indicated the low lead self-serve pump was prioritized by the Committee int he past over a new truck.

Under New Business, Bill Pyle indicated Runway 4-22 is scheduled to be crack sealed and repainted in late summer.

Sean Ensz indicated the weight limits on the runways have increased. He indicated he would bring it to the next meeting.

Cameron Alden handed out the projected 2018 Budget. The capital expenditures are coming from the reserves.

There being no further business to be discussed, Michael Tribelhorn moved to adjourn the meeting at 12:56 p.m. Bob Downing seconded this motion and the motion carried unanimously.

Respectfully submitted,

Andrea Holtzman
Administrative Support Specialist I