

The Airport Commission met in regular session Monday, September 30, 2019 at 4:00 p.m. The meeting was called to order by Chairman Hobbs.

**Members Present:**

Jerry Vest, Bob Crafton, Ray Hobbs, and Gary Jackson.

**Others Present:**

David Krutsch, Airport Manager; John Pesek, City Staff Attorney, Jennifer Moore, City Staff; Linda Jennings, Beaver Lake Aviation (BLA); Jerry Carmichael, City Council; David Hawkins, Gary Reilly

**Public Forum:**

David Hawkins addressed the Commission seeking information regarding a lease term extension for Hanger T3D that is currently under a 25 year lease. He is requesting 3 - five year extensions. Mr. Hawkins stated that there are other hangers with these type of extensions. He stated that he has sent letters to David Krutsch and the Mayor, and has received a response from Krutsch. However, he would like the Commission to advise on what can be done or if there additional steps he needs to take to be given the extensions, not only for his hanger but the other hangers that do not currently have the extension. Mr. Hawkins relayed what he believes to be applicable FAA requirements.

Crafton inquired as to when the referenced hanger was built. Mr. Hawkins responded that the hanger was built in 1995. Mr. Hawkins referenced a letter his father received in 2012 regarding the lease. Crafton also inquired about the lease expiration, for which Mr. Hawkins informed that his current lease expires in June 2020.

Chairman Hobbs advised that as this is a public forum, and public input is welcome. The Commission cannot make a decision at this time and would need to review.

**Action on Minutes:**

Krutsch advised that due to lack of quorum for the June meeting, minutes for the May meeting had not been approved, as such, minutes for the May 13, 2019 meeting are also included for review and approval.

Motion by Crafton, second by Jackson to approve the minutes of May 13, 2019 as submitted. **Voice Vote: Yes-Unanimous. Motion carried.**

Motion by Vest, second by Jackson to approve the minutes of August 12, 2019 as amended. **Voice Vote: Yes-Unanimous. Motion carried.**

**Financial Report:**

Flowage Fees: The fees were down 3.6% for August, and remain up 5.6 % YTD. The decrease is likely due to timing of deliveries versus sales. A double digit increase is expected in September based on August deliveries.

Chairman Hobbs inquired about upcoming expected reimbursements. Krutsch informed that a grant application will be submitted to the State for a matching share of the AIP 36 project.

Jackson inquired about the tower maintenance account. Krutsch advised we have not addressed the elevator door operating system with Schindler. Krutsch said it is obsolete and no longer maintained. It will cost about \$7,800. We have been waiting until the 4th quarter to see if there are budget funds that can be used. A few other items include replacing the PTAC in an equipment room. We are looking at a larger expense for the 15 year old EPDM rubber roof that will need addressed. This too may be considered at the end of the year pending

available funds. Krutsch will verify the warranty information. Plumbing leaks have been addressed, and most of the exterior sealing has been completed. The cab HVAC was replaced 3-4 years ago.

Hobbs inquired about any expected expenditures for winter preparations and deice material. Krutsch discussed some equipment maintenance issues that will need to be completed, such as repairing seals in hydraulic cylinders. Krutsch said our typical inventory of 15-20 tons of solid deicer has been replaced every few years, with a 5 year shelf life. Krutsch said he thinks about 7-8 tons were used last year, so there is still supply in storage. Krutsch said we are looking to use part of the operating supplies budget, if possible, to purchase some liquid deicer.

**Manager's Report:**

Krutsch discussed the following items:

AIP 37 Grant: We received a grant agreement for design phase services for the AIP 37 Reconstruct Taxiway project. The federal share amount is \$64,405; total \$71,562.

AIP 38 Scope of Work: We are working with Garver to refine the scope and hope to submit to FAA this week. There have been some delays. Once feedback from FAA is received, we will complete an independent fee review. Staff will work with Commissioner Jackson.

FY 2020 Budget: Krutsch briefed the Commission on the preliminary FY 2020 budget submittal. There was very little change, less than 1%, in O&M. Capital requests include: 1) replace zero turn radius mower \$13,000; 2) liquid runway deicer pull behind sprayer (\$55-60K); 3) double wall polyurethane tank for liquid deicer storage (\$5-10K); 4) equipment storage building. Krutsch and members of the Commission discussed Items #2 & #3 related to adding liquid runway deicing capability. Krutsch discussed the limitations associated with use of solid runway deicers and advantages of liquid deicers, especially during freezing drizzle and light icing events. Jackson expressed the necessity of adding liquid deicer capability. Krutsch indicated requests have been prioritized. Krutsch stated he is also raising awareness of our future expansion plans to include possible future requests for assistance with utility extensions and road work.

ATCT Radar Equipment: Krutsch discussed the need to explore the addition of radar equipment for the control tower. Krutsch stated very preliminary estimates would be in the neighborhood of \$110K for the equipment. Hobbs expressed the need to pursue this. Councilman Carmichael inquired about whether this was included in budget request; and since it was not, he suggested making the Council aware as soon as practical of the need to establish the radar.

Commissioner Vest inquired about the material cost difference between the solid and liquid deicers. Krutsch discussed the associated cost and application differences. Krutsch informed that it really depends on the scenario and precipitation type. Krutsch stated that solid deicers would also continue to be used. Hobbs stated that this could help keep the airport open and functioning.

User Survey: Krutsch said we are partnering with the FBO (Beaver Lake Aviation) to explore the feasibility of adding an AVGAS self-serve fuel facility. A survey will be sent out soon to gauge demand.

CAA Preferred FBO status: On October 1, 2019, Beaver Lake Aviation will become a preferred Corporate Aircraft Association FBO. Members can participate in the association's contract fuel program.

Additional Apron Lighting: Krutsch thanked Linda Jennings and the BLA team for installing new apron lighting to enhance the safety of night operations on the new Taxilane-Apron.

New Commission Member: Krutsch announced a new Airport Commissioner, Mr. Roger Bullock, was appointed by the Council on 9/24/19.

Take off for Kids (TOFK): The annual TOFK event was held September 14 with approximately 15-16 airplanes participating.

AOPA Safety Seminar: An AOPA safety seminar was held at BLA on September 18 with 31 attendees.

**New Business:**

Krutsch and the Commission discussed rescinding and repealing two contract amendments (No. 5 and No. 6) with Garver, LLC for the Reconstruct Taxiway Project, previously approved on July 30, 2019. Bids for the project exceeded available funding and were rejected. The project will now be combined with the proposed 2020 Construct Taxiway Project.

Motion to approve rescinding and repealing the Contract Amendment with Garver, LLC, construction phase services: Reconstruct Taxiway Project – FAA, approved on July 30, 2019 by Vest. Second by Crafton. **Voice vote: Unanimous-Yes.**

Motion to approve rescinding and repealing the Contract Amendment with Garver, LLC, construction phase services: Reconstruct Taxiway Project – ADA, approved on July 30, 2019 by Jackson. Second by Crafton. **Voice vote: Unanimous-Yes.**

Krutsch discussed the Master Consulting and Engineering Services contract with Garver, LLC. The primary term was three (3) years with two (2) one year renewal options. The primary term will expire February 21, 2020. Krutsch recommended extending the contract for one year through 2/20/21. Motion made to exercise a one year contract extension with Garver, LLC - Master Consulting and Engineering Services contract made by Jackson. Second by Crafton. **Voice vote: Unanimous-Yes.**

Krutsch discussed the need to repaint and repair the static display aircraft at the Veteran's Memorial. Krutsch estimated it has been at least 17 or 18 years since they were last repainted. Discussion was had regarding the Thomas Glyn Group's proposal in the approximate amount of \$19,000. Gary Reilly was answered questions and discussed options for the plexiglass, his experience with other similar projects, and his recommendation for more durable paint. If approved by Commission, it will go to City Council for consideration on 10/8/19. Motion made to approve the proposal to repaint and repair the static display aircraft and send to Council for consideration by Jackson. Second by Vest. **Roll call vote: Unanimous-Yes.**

**Coming Events:**

IDK Café's monthly Saturday Brunch, held on the 2<sup>nd</sup> Saturday of each month, will be on October 12, 2019.

Motion by Hobbs, second by Vest to adjourn. Voice Vote: Yes-Unanimous. **Motion carried.**

Meeting adjourned at 4:50 p.m.