

Wednesday, June 7, 2023 Airport Board Minutes

The meeting was called to order at 5:02pm by Chairperson Callahan, with Callahan, Maximovich, Pilcher, Rottinghaus and Payne present.

Motion Pilcher, Rottinghaus second to approve the agenda. All ayes.

Motion Maximovich, Rottinghaus second to approve the minutes of the May 3, 2023 meeting. All ayes.

Public Comment – During this time, no one was present to comment, although, last month it was asked about the Airport Board's creation and it's forum regarding Public Comment.

Under Engineer Update – Neither Kitzy nor Carl from Bolton and Menk were present to update the board. However, Brett reported that they have all met several times regarding the North Apron. It was noted after redesign that the storage capacity would be 7,500 gallons with floating grates. There was concern about the wires sticking up, and the contractor wanting to finish up with epoxy, Brett pushed back. Concrete is needed and it still isn't to our satisfaction. The lines were painted late one night with no warning. Joseph and Christian alerted Brett. The reseeding, rock, etc still haven't been addressed yet. We can hold retainage, with satisfaction to be taken into consideration with this company in the future. The costs are very close to the projected costs with the extra attributed to the concrete and fence. When this goes to City Council, Carl will be attending. The AWOS project has not been closed out yet due to it being with the Feds and there is still no on-site paperwork.

Under Chairman/City Manager – Matt was not present, and Dan had nothing new to add at this time.

Under Airport Manager – Brett submitted his report, mowing is slow due to heat and no rain. The fuel farm was fixed and working well currently. The timeline of the North Apron was reiterated. Bids due July 12, with July 24th as the contract award date. Brett also asked us to think about our minimum standards, adding in various protocols for the North Apron and miscellaneous items that have come up in the past. He also did a cost comparison on the fuel lease with P & N since 2018. As far as changing fuel prices is concerned, it was decided to hold off for now as we don't want to price ourselves out of the market or be accused of price gouging.

Under Fixed Based Operator - Joseph went over his report. Traffic is picking up along with testing's. Maintenance is being promoted more with flyers going out. July 1 is the Fly/Drive In with rides and food. Usually attracts 150 people from the community, Iowa and surrounding states. Joseph also discussed fuel pricing. There is a request to transition terminal building light to LED and add motion detectors for energy efficiency and to be more welcoming. Flyers look good.

NEW BUSINESS

Under Public Input Guidelines - It was noted for the minutes that the Welcome to Visitors blurb be read as a reminder for the public at future meetings.

Under Chairman/City Manager update - The Airport Board document was given to all board members, and it was reminded that we adhere to what was passed in 2019.

Airport Manager Update – it was noted again in the 2019 Airport Board document that Brett works for the City. His role is to develop the airport.

Responsibilities of Airport Board code of Ordinances - The board is an advisory board that supports the airport. Both goals are to make it people friendly.

Potential Lease Agreement – Maximovich motioned, Rottinghaus second to recommend to the council a one-year farm lease with Leon Bachman to hay. All ayes.

July Meeting – Motion by Pilcher, second by Payne to move the monthly meeting back a week to July 12 so avoid interference with July 4th activities and plans. All ayes.

Expenses and revenues to date were brought up for discussion – no questions about the past month.

The meeting was adjourned at 5:52 pm with Maximovich making the motion, second by Payne. All ayes.

Respectfully submitted,

Janet Payne