

MINUTES OF THE AIRPORT COMMITTEE

A regular meeting of the Airport Committee was held at the airport on September 12, 2012 at 3:30 p.m.

#1. The meeting was called to order by Chairman Jim Jansen, with Carol Feller Gottard acting as secretary and keeping minutes thereof.

The following committee members were present: Jim Jansen, Chair; Carol Feller Gottard; Larry Poltrock

Others present: Josh Walker, Airport Manager

#2 A motion by Larry Poltrock, seconded by Carol Feller Gottard, was made to approve the agenda. Motion carried.

#3 Motion by Larry, second by Carol, to approve the minutes of the last meeting. Motion carried.

#4. Discussion of the 2013 budget followed. Concern was expressed about the cost of fuel and the cost of snow removal this winter. The following reductions were suggested by Gary Olson:

Runway maintenance	reduce by \$500.00
Building repairs and maintenance	reduce by \$500.00
Other repairs	reduce by \$1000.00
Equipment under \$5000.00	reduce by \$1500.00
Building maintenance and repair	reduce by \$500.00
Machinery and equipment	reduce by \$1000.00
Gas and diesel	reduce by \$1000.00
TOTAL SUGGESTED REDUCTIONS	\$ 6000.00

The committee recommends putting \$500.00 for runway maintenance back into budget, as it is important to maintain the safety of aircraft. Motion by Carol Feller Gottard, second by Larry Poltrock, to accept the suggested reductions of \$5500.00, with no reduction in runway maintenance. Motion carried.

#5. Discussion of decommissioning the non-directional beacon followed. Josh Walker stated that this equipment is outdated and that the county is responsible for removing the equipment. Motion by Larry Poltrock, second by Carol Feller Gottard, that Josh start the process of decommissioning the non-directional beacon and that he consult with Robin Stowe regarding proper procedure is followed. Motion carried.

#6. The 2012 Airshow was discussed. There will be many activities, food and fun for all. Josh stated that the cost to lease the firetruck and ambulance from the city will be \$250.00/hour for a possible total of \$500.00, but no action was taken at this time.

#7. A letter from the Bureau of Aeronautics (BOA) was discussed. A tree needs to be trimmed or removed on adjacent property to improve visibility. The money would come out of the airport budget. Motion by Larry, second by Carol, to authorize Josh to contact the tree removers for removing the tree at a reasonable cost and to proceed with taking the tree down. Motion carried.

The letter also indicated that FAA requirements state that the runways need to be renumbered. The State will paint new numbers and Josh will install. The cost of \$2166.00 plus shipping will come from the equipment maintenance line item in the 2012 budget. Motion by Larry, second by Carol, to have Josh proceed with this project. Motion carried.

Josh also said that a tree that has grown too high and is adversely affecting the sight line on the east-west runway will need to be trimmed eleven feet. The airport has no easement on the private property. Josh will talk to property owners about trimming the tree. Eventually we will need to discuss getting an easement.

#8. The bills were reviewed. Motion by Larry, second by Carol, to pay the bills. Motion carried.

#9. The next meeting will be held on October 10, 2012, at 3:30, at the airport.

#10. Motion by Larry, second by Carol, to adjourn. Motion carried. Meeting adjourned at 4:40.