

Wednesday, February 7, 2023, Airport Board Minutes

The meeting was called to order at 5:02 pm by Chairperson Callahan, with Callahan, Pilcher, Rottinghaus, Jones and Payne present. Merritt Jones was introduced as the new board member.

Jones motioned, Pilcher second to approve the agenda. All ayes.

Pilcher motioned, Rottinghaus second to approve the minutes of the December 6, 2023 meeting

Public Comment – No one

Under NEW BUSINESS:

Election of Officers – Pilcher offered up the following: Chairperson – Dan Callahan, Vice Chairperson – Vicki Pilcher, and Secretary – Janet Payne. Merritt Jones second. After discussion and a vote with all ayes, the mention slated was elected into office.

Dan Callahan – Chairperson

Vicki Pilcher – Vice Chairperon

Janet Payne - Secretary

Engineer Update – No Carl from Bolton and Menk. Brett went over his items. The lighting items are starting to arrive. CIP – the next project is the Master Plan and we can push that back due to city cutbacks. This is our first year to start saving again, so we should be OK and can always move things around if needed. The fence at the North apron was pounded in. It was supposed to be drilled and concreted, so the fence will be replaced at the contractor's expense. Also, a spot near the drain needs to be addressed.

Chairman/City Manager – Matt's message was to remind us that we are just an advisory board. With a new year and new members, it was thought to be an excellent reminder. Otherwise nothing else from Matt or Dan.

Airport Manager – Brett presented his report and it was accepted. He has been thankful that with only the 2 snowstorms within a week, things went well. He also has been doing equipment checks and routine maintenance to vehicles. In addition, we had some furnace issues that seem resolved. He's also been working on the fuel safety, budget, and the rules and regulations.

Fixed Based Operator Discussion. – Dylan Morris is the new FBO manager and gave his report.

FBO Lease – a copy was attached and was suggested to look it over and see how we want to proceed. Might be more feasible to go with RFP's to the best information we can get. Rottinghaus said that pilots/people have expressed interest in airport.

Rules and Regulations – Brett said there are still some grammatical errors, but to focus on other things. There were some questions on clarifications and language. After those subjects were discussed, Brett will go back and met again with Matt and the Attorney. It was decided to postpone this one more time to get things how we want them before going to the city council.

Expenses and Revenues – it was explained that with 58.3% of the year done, we have expended 65.65% of our budget. These numbers should still be good, but something to keep an eye on.

2023 Fuel Aviation Fuel Summary – This was added just so we could see where we were with the fuel. Good information to have occasionally.

The meeting was adjourned at 6:07 pm with Pilcher making the motion, second by Jones. All ayes.

Respectfully submitted,

Janet Payne