

BOONE AIRPORT COMMISSION

Meeting Minutes

06-14-2021 Boone Municipal Airport Commission Meeting

Commissioners Present: Joe Pundzak, Matt Grabau, Joe Gibbs, Pete Frangos (via phone)

Commissioners Absent: Emily Graeve

Others Present: Dale Farnham, Airport Manager, Carl Byers of Bolton & Menk, and Jerry Searle

Meeting called to order by the Chairman, Joe Pundzak, at 5:40 p.m.

Approval of Agenda

Motion to approve the Agenda made by Commissioner Grabau and seconded by Commissioner Frangos

No discussion. The motion passed unanimously, 4-0

Approval of Minutes

Motion to approve the February 8th minutes made by Commissioner Frangos and seconded by Commissioner Grabau.

No Discussion. The motion passed unanimously, 4-0,

Approval of Accounts Payable,

Commissioner Frangos moved to approve the current accounts payable. Commissioner Gibbs seconded the motion.

No discussion. The motion passed unanimously, 4-0

Council Paid Bills:

InfoBunker	Internet Service	8.00
Jim Robbins	Legal Services	129.01

Airport Paid Bills:

Bolton & Menk	Hangar Structure Review	5,920.00
Brown Electric	Install Light Poles	12,014.40
Scenic Valley Mowing	Mowing	4,500.00
Farnham Aviation	Reimbursements/Contract Services	4,496.54
Alliant Energy	Utilities	1,051.89
City of Boone	Utilities	30.20
Tom Walters	Utilities	20.00
The Childs Group	Liability Insurance	2,057.00

Engineering Report

Carl Byers advised the Commission on the status of the following projects:

- A. Grants – The FAA grant application for the Design phase of the Runway 13/33 reconstruction project has been submitted and we are awaiting comments from the FAA. The IDOT Grant application for assistance with taxilanes and new hangar proposals has been submitted and we are awaiting approval.
- B. Taxilane Maintenance Status - We received a revised estimate from Manatts but as of this date, no firm schedule as to when the project may be initiated. The Commission requested that Bolton & Menk reconnect with Manatts representatives to obtain a schedule.
- C. T-Hangar Inspection Results – Carl distributed a draft report containing the results of the T-Hangar structural evaluation conducted on June 2, 2021 by David Stark, PE of Bolton & Menk. Considerable discussions followed regarding the best course of action to be followed considering the results of the evaluation.
Commissioner Grabau made a motion that the Commission immediately inform the tenants of those hangars noted in the report as being structurally deficient and the potentially hazardous condition of their respective hangar. The motion was seconded by Commissioner Frangos. After discussion, Commissioner Grabau amended his motion to add, after consultation with the City Attorney, the Commission shall communicate the appropriate warning to each tenant via mail. The amended motion was seconded by Commissioner Frangos.

No further discussion. The motion passed unanimously, 4-0

Airport Manager's Report

- Tree removal -- COMPLETED
- Serviced runway lights
- Asphalt on taxiways/aprons in front of hangars continues to deteriorate.
- Mowing of runways and airport grounds looks fabulous.
- Currently have 35 names on the hangar "wait" list – two calls this month
- Very successful flight breakfast held May 9th. Great group of volunteers (about 40) showed up and around 450 were served (30 fly-ins).

FBO Report

Flight Instruction

Dual instruction given: Dale – 25 lessons for 34.0 hrs; Alec – 22 lessons for 25.3 hrs

Ground instruction given: Dale – 5.5 hours; Alec – 5.2 hours

Introductory flights: Champ – 0; Cherokee – 40

Flight Review: Dale – 1; Alec – 0

Private pilot students: Dale -- 20; Alec – 6

Private Pilot students completed: Dale – 0; Lucas – 0; Alec – 0

Sport Pilot students: Dale – 3; Alec -- 0

Tailwheel students: Dale – 9; Lucas – 0

Tailwheel endorsements: Dale -- 1

Commercial students: Dale – 1; Alec -- 2

IFR students: Dale – 3; Alec -- 1

IFR students completed: Dale -- 0

Recurrent training: 2
CFI students: Dale – 0
CFII students: Dale -- 0
First solo: Dale – 0
Instrument Proficiency Check: Dale – 0
Private Pilot Ground School Students: Dale – 0

Aircraft Rental

Cherokee 1046X rental: 24.9 hours
Cherokee 55445 rental: 38.6 hours
Champ rental: 12.0 hours

Fuel Sales

100LL: 1107.5 gallons
Auto Blend: 70.0 gallons
JetA: 64.5 gallons

Shop

147.25 hours billed
8 annual inspections completed
0 pre-buy inspection
1 100-hour inspection
0 condition inspection completed

- **Discuss/Approve Repair and Maintenance Projects** - We are in the process of receiving estimates for the replacement of the Terminal furnace and A/C unit – as of this date we have received quotes from Baker Group, Duncan Heating and Plumbing, MMC Services. Commissioner Gibbs requested that Dale also ask Kruck Heating and Plumbing for quote. The Commission elected not to reward the project until all estimates are received and tabled this item until the next Commission meeting.

No action taken.

Discuss Iowa Mustangs Unstable Event Proposal –

The Commission discussed the possible benefits to hosting the event which may require closing the airport for a portion of the event. Commissioner Grabau agreed to contact the group to obtain more details and coordinate a possible agreement.

No action taken.

Update on HIRTA Lease agreement

The Chair informed the Commission that he had received a request from HIRTA for the square footage of the leased building as well as the amendment to the original lease for the increase in the termination notice from 30 to 60 days. Note: The actual measurement of the Transportation Building is 90' X 140' resulting in approximately 12,600 sq feet of leased space.

Other Business

There being no other business, Commissioner Gibbs moved to adjourn the meeting. The motion was seconded by Commissioner Grabau.

No discussion. The motion passed unanimously, 4-0
The Chair adjourned the meeting at 6:32 P.M.

SO ATTEST:

Joe Pundzak, Chairman

Matt Grabau, Secretary