

BOONE AIRPORT COMMISSION

Meeting Minutes

02-14- 2022 Boone Municipal Airport Commission Meeting

Commissioners Present: Pete Frangos, Joe Pundzak, Matt Grabau, Joe Gibbs, Bill Byrd

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

Meeting called to order by the Chairman, Joe Pundzak, at 5:31 p.m.

**Approval of Agenda**

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

No discussion. The motion passed unanimously, 5-0

**Approval of January 10, 2021, Minutes**

Commissioner Gibbs moved to approve the Minutes. The motion was seconded by Commissioner Frangos

No discussion. The motion passed unanimously, 5-0

**Approval of Accounts Payable**

Commissioner Gibbs noted that in spite of repeated requests by the Commission to disconnect the streetlight over the airport sign, the light was still on and apparently, the Commission was still being billed for it. After considerable discussion, Commissioner Byrd moved to approve the payables except for Alliant invoice #500415094 to bring their attention to our initial disconnect request and urge them to comply with our wish. The motion was seconded by Commissioner Gibbs.

No further discussion. The motion passed unanimously, 5-0

Commissioner Byrd noted the sale of the Tom Walters Company to the Garbage Guys and recommended that the Commission consider purchasing services from a local firm instead of an outside company. The Commission suggested that a price comparison be made to insure best value for similar services. Commissioner Byrd volunteered to contact existing local firms for price comparisons and report his findings to the Commission for possible action.

The Commission discussed absorbing the expense of the dumpster located alongside the terminal building. Commissioner Frangos moved to transfer the billing from Farnham Aviation to the Airport Commission effective immediately. Commissioner Gibbs seconded the motion.

No further discussion. The motion passed unanimously, 5-0

**Council Paid Bills:**

InfoBunker	Internet Service	16.00
CenturyLink	Telephone	133.43
Jim Robbins	Legal Services	134.00

**Airport Paid Bills:**

Tom Walters	Waste Removal	20.00
Alliant Energy	Utilities	2,577.37
City of Boone	Utilities	30.87
IA Public Airport Association	Membership Renewal	175.00
Molitor Construction	Snow Removal	4,925.00
Petroleum Marketers Management	Underground Tank Insurance	3,542.00
Bolton & Menk	Project Designs	10,880.00
Brown Electric	Fixture Installation	1,538.20
Brown Electric	Provided Power Supply	528.00
Farnham Aviation	Contract Services	4,444.00

**Engineering Report**

Carl Byers requested that the Commission authorize Bolton & Menk to proceed with soliciting RFPs for the pending runway 15/33 reconstruction that would include the opportunity for contractors to begin the project during the first or second quarter of calendar year 2023. In addition, Bolton & Menk would prefer to delay bid opening until late March 2022. Commissioner Grabau moved to allow Bolton & Menk to proceed as requested. The motion was seconded by Commissioner Frangos.

No further discussion. The motion passed unanimously, 5-0

**Airport Manager's Report**

- Serviced runway lights.
- First major snow event of the season. Worked with Molitor Construction to get areas cleaned properly.
- Reviewed exterior lighting needs with Brown Electric.
- Currently have 40 names on the hangar "wait" list – three calls this month.

**FBO Report**

**Flight Instruction**

Dual instruction given: Dale – 23 lessons for 31.0 hrs; Lucas 1 lesson for 1.0 hours

Ground instruction given: Dale – 5.5 hours; Lucas – 0 hours

Introductory flights: Champ – 0; Cherokee – 1

Flight Review: Dale – 0; Lucas -- 0

Private pilot students: Dale – 17; Lucas -- 1

Private Pilot students completed: Dale – 0

Sport Pilot students: Dale – 2

Tailwheel students: Dale – 4

Tailwheel endorsements: Dale -- 0

Commercial students: Dale – 1

IFR students: Dale – 2

IFR students completed: Dale -- 0

Recurrent training: 3  
CFI students: Dale – 0  
CFII students: Dale -- 0  
First solo: Dale – 0  
Instrument Proficiency Check: Dale – 0  
Private Pilot Ground School Students: Dale – 0  
High performance endorsement: Dale – 0  
Complex endorsement: Dale -- 0

**Aircraft Rental**

Cherokee 1046X rental: 22.6 hours  
Cherokee 55445 rental: 15.6 hours  
Champ rental: 0 hours  
Bellanca Citabria rental: 0 hours

**Fuel Sales**

100LL: 494.4 gallons  
Auto Blend: 87.1 gallons  
JetA: 117 gallons

**Shop**

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

**Approve Craig Davidson Hangar Lease Agreement for Hangar 17**

No action taken. Deferred until March meeting.

**Approve David Anderson Hangar Lease Agreement for Hangar 13**

No action taken. Deferred until March meeting.

**Other Business**

The Commission agreed to move the March 14th meeting to March 21<sup>st</sup>.

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, 5-0

The Chair adjourned the meeting at 6:28 P.M.

SO ATTEST:

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Joe Pundzak, Chairman

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Matt Grabau, Secretary