

BOONE AIRPORT COMMISSION

Meeting Minutes

07-11- 2022 Boone Municipal Airport Commission Meeting

Commissioners Present: Pete Frangos, Joe Pundzak, Matt Grabau, Bill Byrd-(via telephone)

Commissioners Absent: Joe Gibbs

Others Present: Dale Farnham, Airport Manager, Joe Roenfeldt of Bolton & Menk, Nick Newton of Newton Roofing Services, and Caleb McGinley of Inland Coatings

Meeting called to order by the Chairman, Joe Pundzak, at 5:35 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, 4-0

Approval of June 13, 2022, Minutes

Commissioner Byrd moved to approve the Minutes amended to include praise for Dale Farnham’s performance as Airport Manager and FBO. The motion was seconded by Commissioner Frangos. No discussion. The motion passed unanimously, 4-0

Approval of June 16, 2022, Minutes

Commissioner Grabau moved to approve the Minutes. The motion was seconded by Commissioner Frangos. No discussion. The motion passed unanimously, 4-0

Approval of June 23, 2022, Minutes

Commissioner Frangos moved to approve the Minutes. The motion was seconded by Commissioner Grabau. No discussion. The motion passed unanimously, 4-0

Approval of Accounts Payable

Commissioner Frangos moved to approve the payables. The motion was seconded by Commissioner Grabau. No further discussion. The motion passed unanimously, 4-0

Council Bills Paid:

CenturyLink	Telephone	161.12
InfoBunker	Internet Service	6.00
Jim Robbins	Legal Services	134.00
Pitney Bowes	Quarterly Postage Machine Lease	3.41

Airport Paid Bills:

Alliant Energy	Utilities	1,148.20
Blueglobes	Light Bulbs	725.18
Bolton & Menk	Project Designs	7,040.00
City Of Boone	Utilities	30.87
Dale Farnham	Contract Services	4,577.00
Garbage Guys	Waste Removal	128.00
Ray's Doors	Repairs	200.00
Scenic Valley Mowing	Mowing	4,800.00

Engineering Report

Joe Roenfeldt briefed the Commission on upcoming decisions from the IDOT on grant awards. He will inform the Chair if we are successful on obtaining the grant for upgrades to the large hangar. Also, he volunteered Bolton & Menk to request an extension for our current IDOT grant to build two new box hangars. A discussion followed regrading the feasibility of sending out another RFP to contractors in the hope of more realistic construction prices to build those hangars. The consensus reached was to wait until August to send out RFPs. In reference to the inquiry by the Iowa Army Air Guard on partnering with the Airport Commission on developing an above ground fuel farm, the Commission requested that Mr. Roenfeldt research to see if any successful collaborations have occurred between Federal Government and public entities to build cooperative fuel farms and be available for possible conferences with Iowa Army National Guard representatives.

No Commission action taken.

Airport Manager's Report

Maintenance/Repair Issues

Nick Newton of Newton Roofing Services and Caleb McGinley of Inland Coatings presented their repair recommendations for the large hangar's leaking roof.

South roof section:

1. Entire south section of roof and approximately 2,040 sq ft of upper north section of roof are coated with what seems to be only a base coat of roof coating
2. Base coat cannot be used as a final product because it does not include UV protection and may not include rust primer (depending on the brand of coating used) this is starting to cause issues on the roof that cause roof leaks into the building if not addressed
3. Coating is not applied thick enough in roofs field leaving multiple areas where you can see the existing metal panels underneath the coating
4. Some of the seams on the roof are not fully sealed due to lack of coating
5. Coating is starting to peel off roof in some areas due to lack of coating and that the coating used on this side of the roof is base coat and as stated previously is losing adhesion due to rust on underlying panels and damage done by the sun
6. Has a known leak along back wall of the roof that needs to be addressed

North roof section:

1. The north section of roof was covered in spray foam and then coated with an acrylic coating
- 2.. There are multiple areas where water is ponding and starting to eat through the coating
3. If a better coating is not applied over the existing spray foam roof it will start to allow water underneath the coating and into the spray foam making the spray foam a sponge that continuously soaks up water and will need to be completely removed at a much higher cost to prevent future leaks.

The Commission reached a consensus on the immediate need to address the discussed repair issues, but due to the \$58,851.00 expense to repair the and re-coat the entire roof, deferred awarding a contract until researching FY23 financial resources

Repair of the broken runway sign was discussed. Cost of replacement is \$2,928.32. The Commission instructed the Airport Manager to file a claim with the insurance company covering the individual who is responsible for the damage to the light.

The Airport Manager also reported the following to the Commission:

- Serviced runway lights.
- Inspected underground storage tanks for water or debris. No water found.
- Work continued on installing new light pole and LED lighting near flagpole inside circle drive (Brown Electric).
- Conducted hangar inspections with Commissioner Gibbs. No concerns.
- Chairman Pundzak and I had a meeting with Col. Lampe and Lt. Col. White from the National Guard Army Aviation Support Facility (AASF). Discussed potential expansion of Guard facilities and importance of having a Guard presence at KBNW.
- Was invited to participate in a Civic Leaders Tour and Flight with the National Guard AASF. Fantastic event!
- Met with Kris blocker to discuss logistics regarding the upcoming Farm Progress show.
- Had Ray's Doors fix a broken hangar door on Hangar 20.
- Currently have 38 names on the hangar "wait" list – four calls this month.

FBO Report

Flight Instruction

Dual instruction given: Dale – 27 lessons for 30.6 hours; Lucas 25 lessons for 29.1 hours

Ground instruction given: Dale – 1.5 hours; Lucas – 3.7 hours

Introductory flights: Champ – 0; Cherokee – 1

Flight Review: Dale – 2; Lucas -- 2

Private pilot students: Dale – 17; Lucas -- 4

Private Pilot students completed: Dale – 0

Sport Pilot students: Dale – 1

Tailwheel students: Dale – 8; Lucas -- 4

Tailwheel endorsements: Dale -- 1

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
Spin Endorsement: Dale -- 1

Aircraft Rental

Cherokee 1046X rental: 16.9 hours
Cherokee 55445 rental: 16.5 hours
Champ rental: 7.6 hours
Bellanca Citabria rental: 19.4 hours

Fuel Sales

100LL: 1898.8 gallons
Auto Blend: 239.6 gallons
JetA: 3118 gallons

Shop

83.6 hours billed
3 annual inspections completed
0 pre-buy inspection

Approval of Airport Hangar Leases submitted after July 1, 2022

The Commission reviewed hangar leases submitted after July 1, 2022. Commissioner Grabau moved to approve all leases except for those prospective lessees who do not have airworthy aircraft as mandated by Paragraph 7 of the Boone Airport Lease Agreement. The motion was seconded by Commissioner Frangos. No further discussion. The motion passed unanimously, 4-0

Other Business

There being no further business ... the Chair adjourned the meeting at 7:43 P.M.

Joe Pundzak, Chairman

Matt Grabau, Secretary