

BOONE AIRPORT COMMISSION

Meeting Minutes

05-08-2023 Boone Municipal Airport Commission Meeting

Meeting called to order by the Chairman, Joe Pundzak, at 5:34 p.m.

Commissioners Present: Joe Pundzak, Bill Byrd, Matt Grabau

Commissioners Absent: Pete Frangos

Others Present: Dale Farnham, Airport Manager, Carl Byers & Ron Roetzel of Bolton & Menk, and Steve Bostwick from Boy Scouts of America.

Approval of Agenda

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

No discussion. The motion passed unanimously, 3-0

Approval of March 13, 2023, Minutes

Commissioner Byrd moved to approve the Minutes. The motion was seconded by Commissioner Grabau.

No discussion. The motion passed unanimously, 3-0

Approval of Accounts Payable

Commissioner Grabau moved to approve the payables. The motion was seconded by Commissioner Byrd. No further discussion. The motion passed unanimously, 3-0

Council Paid Bills:

CenturyLink	Telephone	144.41
InfoBunker	Internet Service	6.00
Jim Robbins	Legal Services	134.00

Airport Paid Bills:

Alliant Energy	Utilities	1,335.05
Bolton & Menk	Engineering	7,076.00
City of Boone	Utilities	30.87
Dick's Fire Extinguisher Services	Annual Inspection	84.70
Dale Farnham	Contract Services	4,577.00
Farnham Aviation	Reimbursement	746.84
Eichinger Brothers	Waste Removal	194.00
Herman Drainage	Mowing/Tile Repair	5,500.00

BSA Presentation

Steve Bostwick, the Twin Rivers Council Programming Chairman of the Boy Scouts of America submitted a request to the Commission to hold an Aviation Camporee at the Boone Municipal Airport on September 29th thru October 1, 2023. The event would involve approximately 400 to 500 participants camping on airport grounds and engaging in aviation-oriented activities coordinated in part by the IAPG. Initial discussion focused on the logistical issues of hosting the event including the camping and parking areas, toilet facilities, etc.. The Commission established a committee consisting of Commissioner Grabau and Dale Farnham to coordinate details for the event and present their findings to the Commission.

Commissioner Grabau moved that the Commission tentatively approve the event pending the committee satisfactory working with the BSA to finalize the details for the event. The motion was seconded by Commissioner Byrd.

No further discussion. The motion passed unanimously, 3-0

Discuss Infrastructure Projects

A. IA ANG Proposal

Carl Byers and Ron Roetzel presented three concept drawings illustrating the IA ANG's initial proposal and two other optional designs for discussion. The pros & cons of each design concept were evaluated, and a determination was reached to allow Bolton & Menk representatives to connote the Commission's preferences when discussing the proposed expansion project with IA ANG personnel.

No action taken.

B. IDOT FY24 Grant Application Alternatives

The Commission discussed possible IDOT grant applications for FY24. A consensus was reached to forego applying for State grants in lieu of the uncertainty of how the current airport layout may be impacted by the proposed IA ANG expansion.

No action taken.

C. ALP Discuss Revisions

The Commission discussed the need to update the current ALP (Airport Layout Plan). Commissioner Grabau motioned to begin the process of updating the Airport Master Plan and adding that item to our CIP for review by the FAA. Commissioner Byrd seconded the motion.

No discussion. The motion passed unanimously, 3-0

D. Driveway Repairs

The Commission reviewed bids submitted for the reconstruction of the North driveway entrance. Commissioner Gibbs recommended that KLINE Concrete be awarded the project in the amount of \$3,840.00. Commissioner Byrd made the motion to award the project to KLINE Concrete. Commissioner Grabau seconded the motion.

No discussion. The motion passed unanimously, 3-0

Airport Manager's Report

Dale Farnham informed the Commission of the turf damage to numerous areas around the field caused by the snow removal crews. The contractor, Paul Molitor, was contacted regarding these issues and did make some effort to repair the damage. A discussion followed regarding establishing an appropriate

way to ensure that damages caused by snow removal are repaired satisfactorily by the contractor. Commissioner Grabau recommended establishing a 5% retainage on snow removal fees to be held on account for damages. The Commission concurred and instructed the Chair and/or Airport Manager to notify Molitor of our intent to initiate and coordinate a retainage account with the City Clerk.

Dale Farnham informed the Commission that an FAA Runway Inspector was on the field and noticed the IA ANG drone restraining apparatus set up on the taxiway. He advised Dale that the stakes for the drone restraining net may not be compliant with FAA regulations regarding obstructions, but he would check and advise if they needed to be removed. As of this meeting, we have not heard either way. Dale has notified the IA ANG of the issue.

The Fly-in is scheduled for May 20th.

Discuss Hangar FY 2024 Airport Lease/Rent Rates

After some discussion, the Commission agreed to a modest increase in T-Hangar rates for FY24. Commissioner Grabau moved to increase the large hangar rent to \$100.00 per month and the small hangar to \$65.00 per month. Commissioner Byrd seconded the motion. No discussion. The motion passed unanimously, 3-0

Commissioner Comments

None.

Other Business

The Pre-construction meeting for the reconstruction of 15-33 is scheduled for Wednesday, May 10, 2023. The public is invited but only two Commission members may attend to avoid a quorum.

There being no further business ... the Chair adjourned the meeting at 7:47 P.M.

Joe Pundzak, Chairman

Matt Grabau, Secretary