

BOONE AIRPORT COMMISSION

Meeting Minutes

03-11-2024 Boone Municipal Airport Commission Meeting

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

Commissioners Present: Joe Pundzak, Pete Frangos, Matt Grabau

Commissioners Absent: Joe Gibbs, Bill Byrd

Others Present: Dale Farnham, Airport Manager, Joe Roenfeldt of Bolton & Menk, Brian Kuennen

Approval of Agenda

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

No discussion. The motion passed unanimously, 3-0

Approval of February 12, 2024, Minutes

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

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

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, 3-0

Council Paid Bills:

InfoBunker	Internet Service	6.00
Jim Robbins	Legal Services	139.36
Pitney Bowes	Quarterly Postage Machine Lease	3.41
US Post Office	Annual Postal Box Fee	31.54

Airport Paid Bills:

Alliant	Utilities	1,771.27
CenturyLink	Phone Service	146.89
City of Boone	Utilities	50.28
Dale Farnham	Contract Services	4,715.00
Garbage Guys	Waste Removal	89.50

Engineer's Report:

A. Fuel Farm Update

Joe Roenfeldt addressed the Commission on FAA comments regarding the preliminary design of the proposed fuel farm.

No Commission action taken.

B. Expansion Developments

In accord with the suggestion made by the Commission, the Chair contacted IAANG and requested that they provide us with a schedule on their proposed design completion. They agreed to inform the Chair when their initial design was ready to present.

No Commission action taken.

Airport Manager's Comments

Mr. Farnham informed the Commission about his difficulty with Seneca over the acquisition and installation of the new credit card device for fuel purchases. He also requested authorization to have the Jet A fuel truck towed to Des Moines for repair. The estimated cost for towed may approach \$1,000. There being no other option, the Commission agreed to having the fuel truck towed for repair.

No Commission action taken.

Commissioner Comments

None.

Other Business

A. Discuss /Approve Attendance at IP 2024 Convention

Commissioner Grabau moved to approve attendance at the IP 2024 Convention by the Airport Manager and two Commissioners with fees and expenses paid for by the Commission. The motion was seconded by Commissioner Frangos.

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

There being no further business, the Chair adjourned the meeting at 6:30 p.m.

Joe Pundzak, Chairman

Matt Grabau, Secretary