

## WAVERLY AIRPORT COMMISSION

Minutes of Meeting held on November 10, 2005

The Waverly Airport Commission Meeting was called to order at 7:00 p.m. on Thursday, November 10, 2005, by Chairperson Steve Palmquist.

Commission Members Present: Bob Bauman, Norm Mutchler, Steve Palmquist and Janice Johnson.

Also Present: Kirk Fisher, Cedar Valley Aviation, and his wife Megan Fisher; Mike Cherry, City Engineer; Cyndi Ecker, Council Liaison; Chris Renner, Airport Manager; David J. Kissler, ACSG Inc. and Project Manager; and Jerry Wieland, WHKS. Guests: Duane Liddle, Nicholas Williams, and Fred Krumwiede

The minutes of the meeting held on October 13, 2005, were presented and approved with the following corrections: City Council Session 11-28-2005, spelling of Norm Mutchler, and the approval of all expenses associated with Chris Renner attending the Iowa Aviation Conference in West Des Moines.

The Financial Report for the month of October 2005 was reviewed and approved by motion of Bob Bauman, seconded by Norman Mutchler, motion carried. A bill was presented by Chris Renner, Airport Manager. The bill was for his expenses in attending the Iowa Aviation Conference. The total was \$347.59, which included registration, lodging and mileage. This expense had been approved at the October 2005 meeting.

Reports/Announcements: The traffic and fuel numbers were reviewed. The Commission requested that in the future, Chris Renner, Airport Manager, include students and inspections to the "blue" (traffic and fuel) sheet. Mike Cherry, City Engineer, reported that by the December Commission meeting he would have the fuel system bids available. Grant dollars are available for this new system.

Iowa Aviation Conference Report from Chris Renner, Airport Manager: Chris reported about several items as a result of his attendance at the conference: 1) There are grants available for the purchase of new beacon lights and Chris plans to contact the Iowa DOT. 2) Attach Runway Marking Projects to other viable projects when submitted. 3) 90% of the Airports in Iowa have Security Plans. Renner is working on one for Waverly.

Unfinished Business: Jerry Wieland from WHKS and David J. Kissler, the Project Manager, presented a copy of the "preliminary report" of the Airport Layout Plan, and the Airport Layout Plan Checklist. After discussion, it was moved by Norm Mutchler, seconded by Bob Bauman, to endorse the Airport Layout Plan and Airport Layout Plan Checklist and that these items become part of the presentation to the Waverly City Council Study Session on Monday, November 28, 2005. Motion carried.

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New Business: The Budget for Fiscal Year 2006-07 was discussed per account. Changes were recommended and these will be presented with the proposed budget at the December Commission meeting.

No further business appearing, the meeting was adjourned.

Janice Johnson  
Commission Secretary