

WAVERLY AIRPORT COMMISSION

Minutes of meeting held Thursday, November 12, 2009

Dennis Hansen, Chairperson, called the Waverly Airport Commission meeting to order Thursday, November 12, at 7:00pm. Commission members present: Dennis Hansen, Kathryn Koob, Mitch Bond and Nick Williams. Also in attendance were Mike Cherry, City Engineer; Brian Curtis, Cedar Valley Aviation; and guests Tim Busch, Iowa Aviation Promotion Group; and Derek Anderson, McClure Engineering.

The minutes of the October 8 meeting were approved on a motion by Nick Williams and seconded by Mitch Bond. Motion carried.

The October Financial Report was approved on a motion by Mitch Bond and seconded by Kathryn Koob. Motion carried. There were two bills presented by Brian Curtis: \$583.70 for runway lights broken during mowing operations and \$461.30 for seven ramp markers that needed to be replaced.

Brian Curtis noted that the airport's Precision Approach Path Indicator (PAPI) lights need to be re-aligned and that the whole system is questionable as some mechanisms have been bypassed and disabled by someone in the past. Blue Globes Co. has given us an estimate to replace the entire system. There is a State Emergency Repair Fund available, however, for up to \$10,000 on a 70% / 30% share basis with the City. It was moved by Kathryn Koob and seconded by Mitch Bond to have Brian look into these costs and to solicit at least two estimates. Motion carried. It was then moved by Mitch Bond and seconded by Kathryn Koob to approve a solicitation of bids for this project and to submit the lowest bid to the state for Emergency Repair funding. Motion carried. However, if these bids exceed \$14,000, it was moved by Kathryn Koob and seconded by Nick Williams to spend \$1,000 to upgrade the system by replacing a transformer. Motion carried.

In Reports/Announcements, it was noted by Brian Curtis that both fuel and traffic levels are somewhat lower.

In Unfinished Business, Derek Anderson of McClure Engineering indicated that the plans for the airport's Jet A fuel tank will go out tomorrow for bids. He estimated that this unit will cost approximately \$60,000 to install depending on how much concrete and conduit work will be needed. The unit's pump and hose will not be mounted on the tank, but on a concrete pad for flexibility in the future. Also, at some time in the future, he indicated that the unit could be equipped with a credit card reader which would potentially increase fuel sales, although this also would add expense to the unit and to our costs to operate it.

Under New Business, MidAmerican Energy estimated that the replacement cost for 88 T-8 fluorescent light fixtures and ballasts in the hangar/shop area would be \$7,480. The three bids received all came in under this figure with the bid by Dean's Light Box, Inc., the lowest at \$3,873. Brian Curtis will contact MidAmerican to obtain their rebate for this replacement work. A motion to approve the low bid was made by Kathryn Koob and seconded by Mitch Bond. Motion carried.

Dennis Hansen noted that 2010 marks the 100th anniversary of the first aircraft flight in Iowa. Tim Busch of the Iowa Aviation Promotion Group recommended that the Waverly Airport host an Aviation Youth Camp at the airport on June 10th to promote aviation in Waverly. These youth camps have been a success across Iowa for the past several years. The IAPG would supply free t-shirts to attendees, although Tim did mention that the cost for this youth camp would be \$10. Dennis will work out the details of having the area youth sign-up for Waverly's Aviation Youth Camp.

A group discussion was held concerning the Waverly Airport Five-Year Capital Improvement Program. Mike Cherry and Derek Anderson discussed moving up the Runway/Taxiway Crack Seal Project in lieu of the present first page proposals to purchase snow removal equipment. The plan for 2011 will start with realigning the airport access road and parking spaces while FY2012 would be devoted to purchasing the snow removal equipment. Mr. Anderson indicated that we now have full Federal entitlement funding of \$600,000 for these programs. The Runway/Taxiway Crack Seal Project will now be awarded in the March-May time period with Waverly responsible for 5% of the \$300,000 cost or approximately \$15,000. Mr. Anderson indicated that McClure will re-submit the revised application. It was moved by Kathryn Koob and seconded by Nick Williams to approve the revised Five-Year Capital Improvement Plan. Motion carried. There was a motion by Mitch Bond, seconded by Kathryn Koob, that a revised Pre-Application for the Federal Airport Improvement Program (AIP) be submitted. Motion carried.

Mike Cherry conducted a budget review on the 2010-2011 Public Works budget for the Waverly Airport. There was a discussion of the existing hangar rent structure and whether an increase in these rents can be justified considering the proposed airport Runway/Taxiway Crack Seal Project which will close the airport for a period. The amended budget will be approved at the December meeting.

The meeting was adjourned by a motion from Kathryn Koob and seconded by Mitch Bond.

Nick Williams, Secretary Pro-Tem