

WAVERLY AIRPORT COMMISSION

Minutes of the meeting held on Thursday, February 14, 2013 @ 7:00 p.m.

The Waverly Airport Commission Meeting was held on Thursday, February 14th @ 7:00 p.m. at the Waverly Airport. The meeting was called to order and facilitated by Dennis Hansen, Chairperson.

Commission members present: Dennis Hansen, Dan Marsh, Nick Williams and Richard Lindell. Also in attendance were: Mike Cherry, City Engineer, Kathy Olson, City Council liaison, Stu English, Brain Curtis and Dale Guimond of Cedar Valley Aviation. Guests were present as follows: Mark Mueller.

The meeting was called to order by Dennis Hansen, Chairperson.

The minutes from the January meeting were approved by a motion from Nick Williams and seconded by Dennis Hansen.

The Financial Reports from January were reviewed and approved by a motion from Richard Lindell and seconded by Nick Williams. It was noted the airport had a large LP gas credit from last year.

Bills: No bills were submitted.

Reports/Announcements: Cedar Valley Aviation stated that fuel sales and flying were less than last year. 100 movements for the month were reported.

Unfinished Business: Changes were noted for the manager contract due in October. The FBO snow allowance was increased from \$2400 to \$2500 and shows up under budget item Ground Maintenance. Dennis Hansen presented manager contracts from several other airports in Iowa with cities of similar size. Our compensation to CVA is about the same but other cities paid in several different ways. The Commission conclusion was that we are in line in compensation and requirements in our agreement with Cedar Valley Aviation. A motion was made to finalize and present to Council by Nick Williams and seconded by Richard Lindell.

New Business: The DNR Air Monitoring contract was approved for 5 more years by a motion from Nick Williams and seconded by Richard Lindell. No changes were noted from the previous contract.

Project Status Report: Applications are due for funding for the insulation rehab on the bulk hangar. Dan Marsh presented a private hangar lease from the Mason City, IA Airport. This agreement stated a rental rate of 12c per square foot per year, and assessed by county and taxed accordingly. Arrangements were also explained for maintenance, exterior care, utilities, lawn care and snow removal. The city is planning on drafting a similar lease for presentation to prospective tenants. The appraisal for the runway safety area is nearly complete.

Group Discussion: The council was presented with a complaint from hangar #13 about snow blowing in the cracks during a major snow/wind storm. It was determined not to be a safety or maintenance issue. It was an unusually strong storm, very little snow was blown in, others had the same problem and T-hangars are not designed to be that air tight. Most likely, this will not be a recurring problem.

No further business appearing, the meeting was adjourned by motion from Nick Williams and seconded by Richard Lindell.

Dan Marsh, Commission Secretary