

September 10, 2015 Airport Commission Meeting held at 7:00pm

Conducted by Dennis Hansen

1. **Present at the Meeting:** Dennis Hansen, Richard Lindell, Kris Glaser, Mike Cherry, and Dale Guimond.
Guests: Fred Krumwiede
Absent: Mitch Bond, Jane Wollenzien, Tim Kangas
2. **Approval of the Last Meeting Minutes:** Motion to approve the July 2015 meeting minutes by Richard Lindell and seconded by Dennis Hansen, motion carried.
3. **Review of Financial Reports for July and August 2015:** Review of July and August Financial Reports. There were no bills to approve at the present time. Motion was made to approve the report by Richard Lindell and seconded by Kris Glaser, motion carried.
4. **Reports and Announcements:** Review of the traffic movements and fuel sales for July and August. Motion was made to approve the report by Kris Glaser and seconded by Richard Lindell, motion carried.
5. **Unfinished Business:** None
6. **New Business:**
 - a. Review and recommend Council approval of Kinzler's quote to replace the insulation in the Mechanic's Room with a High-R Bank Insulation System.
 - i. Dale Guimond voiced concerns about the timing of insulation project as he will be starting an engine overhaul in 2-3 weeks which is near the time this insulation project would commence. Mike Cherry will check to see if vendor will agree to a later start.
 - ii. Dennis Hansen asked whether Kinzler's references have been checked, Kris Glaser asked about warranty for material and labor and Richard Lindell asked about conditions in paragraph 6 and 7 in the vendor proposal. Mike Cherry said he would ask McClure Engineering about all of those items and get back to the Commission members.
 - iii. Motion to approve Kinzler's quote to replace the insulation in the Mechanic's Room, subject to checking references, was made by Richard Lindell and seconded by Kris Glaser, motion carried.
7. **Tabled Items:** None
8. **Project Status Report:**

Runway Safety Area - Property Acquisition: Of the 3 remaining properties, there is an agreement with one. Another property has now asked the City of Waverly for a buy-out and the City Attorney is getting the appraisal updated. The remaining property owner sent an email to the City Attorney with conditions of an agreement. City Attorney to review those conditions and respond to the property owner.

Insulation Repairs in Mechanical Room: Discussed in #6 above.

Runway Rehab/Reconstruction: Commences April 2016 and will finalize schedule in Feb 2015. Dale Guimond asked if it was possible to do runway reconstruction and runway extension at the same time since we are very close to having all 3 properties acquired for runway safety area. Mike Cherry responded that it was not possible due to the timing of the FAA project approval windows. We already have the runway rehab/reconstruction approved by the FAA and delaying that project places it at risk of getting completed at all, or greatly delayed, if we try to combine the two projects into one project. Dale Guimond noted to the group the Iowa DOT will be reassessing the condition of the runway in the coming weeks.

8. Group Discussion:

Dale Guimond proposed that during the airport shut-down in April 2016 that we move the 100LL fuel tank to where the Jet A fuel tank is located. This will allow for better traffic flow in the apron area as currently where the 100LL fuel tank is located creates safety issues for aircraft refueling while other aircraft are trying to pass since other aircraft are also tied down on the apron in the area of the fuel tank.

Dale also proposed getting an additional fuel tank for the 100LL so it can carry 8K gallons instead of the current 4K gallons. When the current smaller capacity tank gets refueled from the fuel truck we pay for transportation costs since we cannot take the entire 8K gallon load from the tanker. If we were to purchase an 8K gallon 100LL fuel tank then we can lower the cost of the fuel per gallon.

10. Adjournment: Motion by Richard Lindell and seconded by Kris Glaser, motion carried at 7:50pm.

*Minutes taken by Kris Glaser