

## April 14, 2016 Airport Commission Meeting held at 7:00pm

Conducted by Dennis Hansen

\*Minutes taken by Kris Glaser

1. **Present at the Meeting:** Dennis Hansen, Jane Wollenzien, Kris Glaser, Mike Cherry, and Dale Guimond.  
**Guests:** Fred Krumwiede and Mark Mueller  
**Absent:** Mitch Bond, Richard Lindell and Tim Kangas
2. **Approval of the Last Meeting Minutes:** Motion to approve the March 2016 meeting minutes by Jane Wollenzien and seconded by Kris Glaser, motion carried.
3. **Review of Financial Reports for March 2016:** There were no bills to approve at the present time. Motion was made to approve the report by Jane Wollenzien and seconded by Dennis Hansen, motion carried.
4. **Reports and Announcements:** Report by Dale Guimond that half of the aircraft normally hangered at the field have relocated during the construction period and one aircraft will not return due to a non-injury accident the pilot had while landing at a grass airstrip at another airport.

Commission reviewed the traffic and fuel report for March as presented by Dale. No questions or issues were noted with the report.

5. **Unfinished Business:** None
6. **New Business:** Mid-American Energy is looking to route a new 69 KV transmission line on the north end of the future North-South runway safety zone. The FAA has informed them of the issue with crossing a future airport expansion safety zone and Mid-American has placed their project on hold until they get further clarification from the FAA. Mid-American Energy has also asked the Waverly Airport Commission to be allowed to construct the power line on the north end of the future North-South runway safety zone if they signed an agreement that in the event that the North-South runway becomes a reality, then they would relocate the transmission line away from the safety zone at their expense. The Airport Commission agreed that before they would discuss the option proposed by Mid-American Energy, that the FAA would need to be notified and provide approval for such an agreement. If/when the FAA provides that approval, then the Airport Commission will meet to consider all options in order to present a recommendation to the Waverly City Council, including a possible "relocate" agreement with Mid-American Energy. Mike Cherry informed the Commission that McClure Engineering has a conference call this month with the FAA (Kansas City field office) to discuss the transmission line options.
7. **Tabled Items:** None
8. **Project Status Report:**

**Runway Safety Area - Property Acquisition:** Appraisal has been received on the Schmidt property and City Attorney is finalizing the sale and relocation process. No new updates on the other properties.

**Runway Rehab/Reconstruction:** Progress meeting held on 4/14/16. Half of runway from end to end has been removed and crushed. Other half of runway from end to end should be removed and crushed by the end of next week. Construction is on schedule.

**9. Group Discussion:** Discussed the relocation of the 100LL fuel tank to the same area as the Jet A fuel tank while the airport is closed to create more space on the apron for aircraft (creates a better safety area to aircraft transiting the apron). Mike will meet with an electrician and a plumber to understand the scope of work and price to disconnect and reconnect power/plumbing. Will also need to pour a concrete pad next to the Jet A tank and tie in the emergency shut off switch for the 100LL tank to the existing Jet A tank so that only one emergency shut off switch is necessary to shut down both tank pumps. Motion to pursue relocating the 100LL fuel near the Jet A fuel tank with the appropriate wiring/plumbing and fuel shut-off value was made by Dennis Hansen and seconded by Jane Wollenzien, motion carried.

Dale Guimond and Mike Cherry brought up an issue regarding trash removal at the airport. It was discovered that the City was not charging the airport for garbage removal. It was also noted that there was nothing in the contract with CVA that the cost of the service should be charged to CVA. The contract with CVA comes up for renewal in 2 ½ years. The Commission discussed this issue and proposed that the City should charge the airport budget for the cost of the trash removal and not charge CVA since it was not explicitly identified in the contract. However, when the contract comes up for renewal, that the cost of garbage removal should be discussed at that time.

Dennis asked Mike about the update on the IDOT General Aviation Vertical Infrastructure (GAVI) Grant Application for the Bulk Hangar Insulation Renovation project. Mike indicated that it would be on the next City Council agenda for approval and if approved it will be submitted on April 29<sup>th</sup>.

**10. Adjournment:** Motion by Kris Glaser and seconded by Dennis Hansen, motion carried at 8:15pm.