

## September 14, 2017 Airport Commission Meeting held at 7:00pm

Conducted by Dennis Hansen

\*Minutes taken by Kris Glaser

- 1. Present at the Meeting:** Dennis Hansen, Kris Glaser, Jane Wollenzien, Von Blunt, Tim Kangas, Mike Cherry and Dale Guimond.

**Guests:** None

**Absent:** None
- 2. Approval of the Last Meeting Minutes:** Motion to approve the August 2017 meeting minutes by Jane Wollenzien and seconded by Von Blunt, motion carried.
- 3. Review of Financial Reports for August 2017:** There were no bills to approve at the present time. A question was raised about the accuracy of the \$32,745 in Hangar Rental Fees from 8/31/16. Mike Cherry said he would inquire of the Finance Department. Motion was made to approve the August 2017 Financial Report by Von Blunt and seconded by Jane Wollenzien, motion carried.
- 4. Reports and Announcements:** Commission reviewed the Traffic and Fuel Report for August 2017 as presented by Dale Guimond. It was noted that there were a total of 625 take-offs and landings and 3,784 gallons of 100LL and 2,462 gallons of Jet A Fuel sold in the month of August. No questions or issues were noted with the report. Motion to approve the August 2017 Traffic and Fuel Reports by Jane Wollenzien and seconded by Dennis Hansen, motion carried.
- 5. Unfinished Business:** Review Capital Improvement Program (CIP). The timing to update the Airport Layout Plan was discussed. The last time it was updated was in 2012 and was not planned to be updated until FY2026. It was noted that the FAA would pay for 90% of the Airport Layout Plan upon approval. The Commission also discussed that the Apron Expansion Project planned for FY2024 should be moved up to FY2020. It was noted that during the agriculture operations season the existing apron gets very congested and needs to be expanded for safety reasons. It was agreed by the Commission to propose that the Airport Layout Plan update be completed in FY2021 after the Airport Runway and Apron Expansions are completed. Mike said that McClure would update the CIP and would go back to the Commission to review and recommend for City Council approval the proposed changes in the November Airport Commission meeting.
- 6. New Business:** FAA Minimum Flight Altitudes and Agriculture Operations. The Commission reviewed the report submitted by John Meyer, Special Projects Engineer, regarding the FAA Minimum Flight Altitudes and Agricultural Operations in and around Waverly. It was noted in the report that FAA Part 91 states that aircraft must be 1,000 feet above any city or town *except when necessary for takeoff or landing*. Based on the regulations, that puts nearly all of Waverly within the takeoff or landing area for aircraft using the airport. As such, it would be normal to see an aircraft below 1,000 feet when engaged in takeoff or landing operations. It was also noted in the report that agricultural operations conducted at the Waverly Airport oftentimes is used for seeding cover crops in nearby fields which, in effect, reduces soil erosion and improves Iowa's water quality. The report goes on to estimate that a single agriculture operation being conducted out of the Waverly Airport brings in \$10-15K to the local economy. The Commission thought the report was informative and thanked Mike Cherry for sharing the report.

**7. Tabled Items:** None

**8. Project Status Report:**

**Runway 29 Extension Project:** No new updates

**GAVI Grant Application for Insulation Work:** Grant for the bulk hangar insulation replacement was approved by IDOT. Looking to do the insulation work at the same time as the lighting upgrade. Both projects still require City Council approval. If approved, work is to commence in the late fall/early winter.

**Runway Safety Area - Property Acquisition:** No new updates

**9. Group Discussion:** Jane Wollenzien and Mike Cherry will not be at the October meeting. Dennis Hansen will not be at the November meeting.

**10. Adjournment:** Motion by Jane Wollenzien and seconded by Von Blunt, motion carried at 8:00pm.