

November 8, 2018 Airport Commission Meeting

Minutes taken by Eric Bagelmann

1) Present - Dennis Hansen, Jane Wollenzien, Eric Bagelmann, Mike Cherry and Irv Swieter.

Guests - Tim Busch, Diane Foelske and Barb Swieter.

Absent - Kris Glaser, Lee Hinrichs and Tim Kangas.

2) Approval Of Last Meeting Minutes - Motion to approve the October 2018 meeting minutes by Eric Bagelmann and seconded by Dennis Hansen. Approved.

3) Review of Financial Reports for October 2018 - There were no bills to approve and motion was made to approve the October 2018 Financial Report by Dennis Hansen and seconded by Eric Bagelmann. Approved.

4) Reports and Announcements - There was no Traffic nor Fuel Report for October of 2018. Irv Swieter reported a REIL, Runway End Identifier Light, had been found broken off from its mount on the south side of Runway 29. By whom, when, or how, is unknown but it was unreported to the airport manager. Elsamiller Electric will re-wire. Also reported, drain holes for water that is pooling in the rails by the main hangar door are missing. Irv will follow up.

5) Unfinished Business – The transition from Cedar Valley Aviation to Swieter Aircraft Services is good and uneventful. There was some furniture and appliances left, but ownership was in doubt. Mike Cherry will follow up.

6) New Business - 2019/2020 Preliminary Budget was reviewed item by item by Mike Cherry. This was review only for Commission and for the Airport Manager to show how the airport is budgeted.

FAA CIP, Capital Improvement Plan, was reviewed. This document is a 5 year look ahead that identifies to the FAA and City Council projects needed for the airport in future budget planning. Motion to approve made by Dennis Hansen and seconded by Jane Wollenzien. Motion approved.

7) Tabled Items - None

8) Project Status Report - Runway 29 Extension Project: No new Information
Runway Safety Area - Property Acquisition: No new information

9) Group Discussion - Hangar Waiting List Protocol. The Airport Commission discussed with Irv Swieter a process to determine protocol for the hangar waiting list. It was agreed that existing tenants should get 1st priority, but subject to utilization and type of aircraft; Irv will use his judgement to determine. Next will be persons on the waiting list on a 1st come-1st serve basis. Also discussed was a need to review Lease Agreements for possible updating.

10) Adjournment - Motion made by Eric Bagelmann and seconded by Jane Wollenzien. Motion approved at 9:15 p.m.