

14 November 2019 Airport Commission Meeting

Minutes by Eric Bagelmann

1) Present - Dennis Hansen, Jane Wollenzien, Lee Hinrichs, Kris Glaser, Irv Swieter, Mike Cherry and Eric Bagelmann

Absent - Tim Kangas

Guests - Diane Foelske and Clint Swieter

2) Approval of Meeting Minutes - Motion to approve the October Meeting Minutes by Lee Hinrichs & seconded by Eric Bagelmann. Approved.

3) Review Financial Report & Approve Bills - No bills to approve. Question raised on the Financial Report under Building Maintenance & Repair for \$4244. The expense was for work performed in June replacing an air conditioning unit, an underground short and other miscellaneous items. Though the work was done in the previous fiscal year, the expense was not paid until the current fiscal year. No other questions were raised. Motion to approve the Financial Report by Eric Bagelmann, seconded by Jane Wollenzien. Approved.

4) Reports and Announcements - Motion to approve October Traffic Report by Lee Hinrichs, seconded by Jane Wollenzien. Approved.

2019 Waverly, Iowa Airport Monthly Traffic Report

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Agriculture	0	0	0	0	0	0	114	193	45	21			373
Business	8	31	88	157	152	131	342	166	53	63			1191
Training	34	5	15	13	6	23	0	0	17	101			214
Pleasure	0	2	4	7	11	8	64	25	25	39			185
Total	42	38	107	177	169	162	520	384	140	224			1963

2019 Waverly Iowa Airport Monthly Fuel Sales

Fuel	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
100LL	139.3	91	268.3	508.8	555.9	782.2	1750.9	1984.5	385	554.3			7020.2

Irv asked about ordering lights for the 24-hour fuel area. The pumps will need good lighting so pilots clearly see what they are doing. Discussion about using a motion sensor type light so it comes on only when someone is actually in the area. Also discussed, would the 24-hour fuel need a red obstruction light? Could lighting be incorporated on a pole next to the pumps? There is power & conduit to the pumps now.

5) Unfinished Business - None

6) New Business - Preliminary Budget for 2020 - 2021. Under Revenues, noted was Waverly's hangar rents have not changed since 2012, 9 years. Kris Glaser asked how Waverly's rates compared with other airports in the area. Eric Bagelmann mentioned from information gathered, Waverly is priced closely with other local airports of similar makeup, though we might be a little less for the T-Hangars and Large Stand-Alone Hangars. The airport currently has 1 large stand-alone hangar and 1 T-Hangar empty. Commission generally agreed a rate increase is probably needed and need to determine how often to review rates. The bulk hangar Swieter Air Services rents is by contract, \$2500/month or \$30,000/year. More discussion is needed.

FAA Capital Improvement Plan. This is a 3-5 year look ahead for airport projects using Federal, State and Local funding. Some of the project items listed: Construction of a taxiway connector, Upgrade electrical power supply to the hangars, Construction of new hangars, and Modifying the bulk hangar building. Airport improvement project costs have the potential for funding reimbursement from the FAA (Federal) of 90% and from the State of Iowa 85%. The Runway 29 Project will be completed this budget year, so all major work on the runway should be done. Clint Swieter mentioned an idea to extend the building profile on the north side and make it a full second story and use the space for the Avionics Clean Room. This allows the re-establishment of the conference room and pilot's planning/lounge room as well as providing proper working space for the airport's avionics business. Commission members liked the idea and more discussion is warranted.

7) Tabled Items - None

8) Project Status Report - Runway 29 Extension Project. The grading on the Runway 29 Extension Project has been seeded.

Obstruction Removal Project. Asbestos testing was accomplished on the Clan house. The current occupants of the Schmidt Property inquired if they could stay after December 31, 2019 until demolition actually starts? There are liability concerns, as asbestos testing needs to be thorough and is destructive. In general, exposure may occur only when the asbestos-containing material is disturbed or damaged in some way to release particles and fibers into the air.

9) Group Discussion - Report to City Council Study Session on November 25, 2019. Mike Cherry handed a copy of the power point presentation he developed for the Airport Commission's report to City Council. The report will contain information on the Airport Commission and what we do. . . .past, present and future projects; programs that occur and the airport's importance to the City of Waverly, environs and its citizens.

10) Adjournment - Motion to adjourn by Dennis Hansen, seconded by Jane Wollenzien. Approved.