

08 August 2019      Airport Commission Meeting  
Minutes taken by Eric Bagelmann

**1) Present** - Kris Glaser, Lee Hinrichs, Eric Bagelmann, Mike Cherry and Irv Swieter.

**Absent** - Dennis Hansen, Jane Wollenzien and Tim Kangas.

**Guests** - Diane Foelske.

**2) Approval of Meeting Minutes** - No Airport Commission Meeting on 11 July 2019, No Quorum. Motion to approve corrected May Meeting Minutes by Lee Hinrichs, seconded by Eric Bagelmann. Approved. Motion to approve June Meeting Minutes by Eric Bagelmann, seconded by Lee Hinrichs. Approved.

**3) Review Financial Report and Approve Bills** - No bills to approve. A Question was asked on the July Financial Report as to what was \$3466.00 under Building Maintenance & Repair? One of the Air Conditioning Units needed repairs to its Hard Start Kit and the other unit needed replacement. Elsamiller Electric was called for a variety of electrical issues; one concerned Hangar 12 - did not have electrical power as a circuit breaker was continuously being tripped. Elsamiller's discovered a splice in the electrical lines causing a direct short and repaired it. Also, a row of lights that would not shut off. There was a repair made in the women's toilet. Bills for the above work were submitted to the City only a few days prior to the Commission meeting. Motion to approve the June and July Financial Reports by Lee Hinrichs, seconded by Eric Bagelmann. Approved.

**4) Reports and Announcements** - Traffic Report for July showed 520 total movements: Agriculture 114, Business 342, Training 0, Pleasure 64. Year to Date totals: 1215. Total July fuel sales totaled 1750.9 gallons. Irv noted he was out of fuel for about 4 days. Irv believes the 100LL tank is close to 6000 gallon capacity. Motion to approve by Lee Hinrichs, seconded by Eric Bagelmann.

Irv is posting a NOTAM that the airport is closed indefinitely starting Monday, 12 August 2019, for the runway extension project. Information on the closure, for our hangar tenants, was posted on the bottom of their monthly bills.

Heritage Days Fly-In Pancake Breakfast served 727 people, wanted 800. 111 people were given rides by pilot volunteers who stayed until approximately 4:30pm. It was mentioned in past events, the number of rides given was around 30-40. Roughly half a dozen airplanes flew in. Numerous positive comments were received about the airport.

**5) Unfinished Business** - New Hangar Lease Agreement. The Commission discussed the liability insurance requirement as to whether there should be a limit on the amount required or leave it to the discretion of the tenant. With an aircraft owner's insurance policy example, the Commission determined most insurance policies come with liability coverage as a standard. Therefore, no requirement from the Commission is needed. A question was raised on the wording at the end of paragraph 3. Should the word "operational" go in front of aircraft? The change was determined as unnecessary since Paragraph 13, of the Lease Agreement, clarifies.

Mike Cherry asked about the sentence in Paragraph 2, "This is an annual lease...", whether to amend it to read, "This is an annual lease, effective July 1st 20\_\_ beginning in \_\_\_\_ (year)"...? Kris Glaser questioned, could the wording lock a new tenant into an agreement requiring a

payment in back rent if they came in midyear sometime after July. Mike responded by adding, then we go to the sentence above it and change it to read “beginning on the \_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.” This should cover a new tenant who signs a lease at another time of the year. Current and renewing tenants’ leases would contain July 1<sup>st</sup>, 20\_\_\_, in both sentences. The July 1<sup>st</sup>, 20\_\_\_ date is to align the leases with the City’s start of the fiscal year. After discussion, motion to approve the New Lease Agreement with the changes Mike proposed was made by Eric Bagelmann, seconded by Lee Hinrichs. Approved.

**6) New Business** - Rules and Regulations for the airport. With group discussion, it was determined, the current posted signs and the New Hangar Lease Agreement were enough for the present. But, if a circumstance arose, the Commission would address.

**7) Table Items** - None

**8) Project Status Report** - Waverly Airport will close for 40 days by contract starting 12 August 2019, for the runway extension project. If the weather remains favorable, the airport could reopen much sooner. Mike explained 40 days allows for unforeseen issues which might arise, such as unfavorable weather. The City will take possession of the Schmidt property on 01 January 2020. This gives a reasonable amount of time for the occupants to make arrangements.

Mike talked with Jay Pudenz of McClure Engineering. There is an IDOT Commission meeting next Monday to determine funding for projects. The IDOT staff is recommending approval for the Obstruction Removal Project. Jay did not see any reference for funding the Avionics Clean Room Project.

Fiber Optic issue was raised as to its current status. Irv said it’s here, it’s just not hooked up yet. Irv indicated it will come through the utility room and then out the north side to the fuel pumps, allowing the airport to offer 24 hour self-service fuel.

**9) Group Discussion** - Sumner Accident. Earlier in the day, an Ag pilot crashed and died from his injuries. Mike mentioned a message was posted on the City’s website saying this is why the airport should be closed, it could happen here. The group discussed the negative impact on the airport, but concluded this is really a knee jerk reaction to a story having nothing to do with Waverly Airport.

**10) Adjournment** - Motion to adjourn made by Kris Glaser, seconded by Lee Hinrichs. Approved.