

Airport Committee Minutes

Date: April 23, 2018

In Attendance:

Shawn Coleman

Amanda Vansyckle

Dale Cruson

Shay Myers

Alternate – John Freeburg

Ex Official Members: Norm Crume

Airport Manager: Dan Beaubien

FBO: Tom Frazier

Engineering: Toby Epler

City Engineer: Dan Cummings

TVCC Representative: Ron Hanks (absent)

Public: Pete Morgan

A quorum was established

The meeting opened at 6:16pm

The agenda was handed out prior to the meeting

Shay Myers moved to approve the agenda, Dale Cruson seconded and it was passed.

The March minutes were read by Dale Cruson and were approved as amended.

Old Business:

Dan Beaubien asked that the needs assessment as discussed from last month be rated before the end of the meeting. Dan also made the 25th, this Wednesday, a day for working on the fence. There was a discussion about the budget after which Shawn Coleman asked Dan if he could get some actual cost figures for mowing weeds from last year as well as golf course insurance figures.

The Aviation Field Day was discussed and will be next Thursday, May 3rd. All the 6th graders from Malheur County and Huntington will be attending. There will be approximately 431 students in attendance. There will be 10 stations in various locations at the airport with 60 volunteers.

Dale Cruson gave a report about a watering system for the proposed grass area for the gliders. The size of the area will determine the cost and Dan said he would measure the available width when the area is cleared. Shawn asked if we need a procedure policy for running gliders and fixed wing as well as

helicopters all at the same time. Dan Beaubien said that he, Ron Hanks and Travis Hart made an operating procedure and has it in writing.

Tie down fees were discussed. Tom Frazier thought there were better ways of collecting more money for the city in addition to tie down fees. Selling advertising for home made videos was one suggestion. Shawn thought the fees should be high enough to count. Dan said he checked other airport tie down fees and there seemed to be a high variation. Dan thought \$20.00 a week, \$50.00 a month and \$500.00 a year would be reasonable. Shawn moved to recommend to the city council the fee schedule that Dan proposed based on his research. The discussion turned to the vendor license for the FBO. Norm said we should agree on a percentage. John Freeburg seconded the motion. Tom said that he would like a month to think about the vendor license. Shay said we should have a tiered fee schedule. One for single, one for light twin/turbo and one for heavier airplanes. He proposed \$40.00 per week, \$100.00 per month, \$1,000.00 year for light, heavy would be \$60.00 week, \$150.00 month and \$1500.00 per year. The amended motion passed.

New Business:

Reports:

Dan said he would like the committee to be informed that the required liability insurance was to be enforced this year. Dan also said on May 15th the Talented and Gifted students were to visit the airport. Dan said he tried out a John Deer loader on a demonstration basis and it was very nice but too small to meet the needs of the daily operations of the airport. Shawn said the loader from the State of Oregon may still be an option. Dan said the ditch has been relocated and is working. Dan also mentioned hangar inspections were an option if there was a cause. Fire extinguishers in hangars were a very good idea and we may look at having them required. Tail numbers are going to be required on the next lease update. There will be a burn date and Dan will notify for help.

Tom had no report.

Toby Epler said they opened bids for the fence project. They were 45% higher than estimated. The steel import tariffs really made an impact. We have three options. 1. Do the three gates 2. Do 3 gates and fence the fuel pumps to the fire hydrant 3. All of the bid and the City would have to find \$16,000. Shane moved to recommend option 1. Shawn seconded and it was passed.

Shawn moved and Shay seconded, the meeting was adjourned at 7:59.

Respectfully Submitted
Dale Cruson