

BLAIR AIRPORT AUTHORITY MINUTES

December 19, 2017

The Blair Airport Authority Board meeting was held on December 19, 2017 at 7:00 p.m. in the Blair City Council Chambers.

Airport Chairman Combs chaired the meeting and called the meeting to order at 7:00 p.m.

Those in attendance were Airport Chairman Combs, Dave Johnson, Dan Hunt, Marc Gengenbach, and Loren Havekost.

The minutes of the regular November 21, 2017 meeting were reviewed. L. Havekost moved to approve the minutes. Second by M. Gengenbach. All members present voted AYE. None voted NAY. Chairman Combs declared the motion passed.

The November financial reports were reviewed, Chairman Combs went over itemized invoice amounts. Rod noted we will be receiving grant funding (90%) back on the Coffman Associates invoices as well as the invoice for PSC Construction. We will also receive grant funds for the Olsson Associates taxilane extension engineering fees which have already been paid. Dr. Dave Johnson moved and D. Hunt seconded the motion to approve the November financial reports. All members present voted AYE. None voted NAY. Chairman Combs declared the motion passed.

Agenda Item #4 – Consider approval of ALP update submittals.

Mike Dmyterko from Coffman Associates was present to go over the preliminary ALP drawings. The purpose of the ALP is to plan for future development of the airport. The ALP must be on file with the FAA to receiving grant funds for projects. Mike stressed the FAA approval is an acceptance of the plan not an approval of projects. It also is not a commitment on our part to do the projects. Mike went over the maps in detail and answered questions from the board members. He noted changes/corrections from the board. L. Havekost moved to approve the preliminary ALP update submittals with the noted changes. Second by Dr. D. Johnson. All members present voted AYE. None voted NAY. Chairman Combs declared the motion passed.

Agenda Item #5 – Review the CIP and approve submittal to NDOT, Division of Aeronautics.

Rod explained to the board this is the annual CIP submittal form which must be submitted to the NDOT, Division of Aeronautics, to receive project funding. In addition, the filing of this form helps Anna plan where state funds can be spent. D. Hunt moved to approve and submit the CIP to NDOT, Division of Aeronautics. Second by M. Gengenbach. All members present voted AYE. None voted NAY. Chairman Combs declared the motion passed.

Agenda Item #6 – Discussion on the adoption of Minimum Standards, Rules and Regulations for BTA.

Geary asked the board to review the samples which were provided to the board. He stressed it is important to think ahead and make sure everything is in place to protect

the airport. Having the minimum standards along with rules and regulations will allow the airport to regulate and promote growth of our airport.

Agenda Item #7 – Reports

- a) SkyWerx – No report.
- b) Maintenance – Doc reported a washout at the S hammerhead end next to the drain. The gate is up on Tract B. Rod reported concrete was poured in front of hangar 36. Rod will consider the yard light by the older hangars but this may be held off until spring.
- c) Storm Sewer Project – Henton Trenching completed the project. We had some addition cost due the installation of the larger pipe.
- d) Taxilane Project – PSC completed the project.

Agenda Item #8 – Grounding reel recommendation.

Dan and Geary reported on the research they had done. After a brief discussion, Dan and Geary decided they should do more research and report back to the board.

L. Havekost moved and second by M. Gengenbach to adjourn the meeting at 8:42 p.m. All members present voted AYE. None voted NAY. Chairman Combs declared the motion passed.

Respectfully submitted,
Loren Havekost, Secretary;
Kathy Loudner, Recording Secretary