

AIRPORT COMMISSION
April 15, 2021
MOTION SUMMARY

ITEM 1. Roll Call

The Clerk called the virtual meeting to order at 6:33 p.m.

Members Present: Chris Acker, Walt Gaub, Timothy Smith, Mayor Carolyn Kay Riggle, Vice-Chairwoman Janie McIntire

Members Absent: Eric Everson, John Lewis

Staff Present: Joe Bullis, Public Works Superintendent, Kevin Piatt, Airport Operations Supervisor, and Bill Ferrigno, Public Works Director/City Engineer

Motion to Excuse: Mr. Gaub motioned to excuse Mr. Everson and Mr. Lewis, seconded by Mr. Acker. Motion approved by a 5-0 vote.

ITEM 2. ELECTION of Chairperson and Vice-Chairperson

Motion: Mayor Riggle motioned to table the election of Chair and Vice-Chair until the next meeting, seconded by Mr. Smith. Motion approved by a 5-0 vote.

ITEM 3. APPROVAL of the Motion Summary of the meeting of the Airport Commission held on January 21, 2021, as recorded and transcribed.

Motion: Mr. Acker moved to approve the Motion Summary of the meeting of the Airport Commission held on January 21, 2021, as recorded and transcribed, seconded by Mr. Smith. Motion approved by a 4-0-1 (Riggle) vote.

ITEM 4. PUBLIC COMMENTS

There were no public comments.

ITEM 5. UPDATE on Hangar A, B, and C Resurfacing Project

Mr. Bullis discussed that the bids for the resurfacing project were under the engineers estimates and that the consultant and engineering staff are currently reviewing the bids. He discussed the grant application process and plans to access the taxiway lane during the construction period.

ITEM 6. DISCUSSION on Fuel Farm Issues

Staff provided an update on the recent fuel tank contamination and that the tanks are at the end of their serviceable life.

ITEM 8. CONTINUED DISCUSSION of Staffing

Mr. Ferrigno discussed current staffing availability and hours. He discussed that the airport requires 24-hour staffing availability and that current staffing does not allow for staff to have any weekend off. The concern was also voiced related to finding coverage while a staff member was out sick. He recommends the addition of a full-time staff member to allow for more coverage and to have a staff member the ability to have one weekend off a month on a rotating basis. The Commission discussed if one staff would meet the current needs or if they should request to Council the consideration of two full time technicians.

Motion: Mr. Acker motioned to recommend to City Council the immediate hiring of a permanent full-time technician for the airport and strongly recommend a second permanent full-time technician be considered during the 2022 budget process, seconded by Mr. Smith. Motion approved by a 5-0 vote.

ITEM 8. OTHER BUSINESS

Mayor Riggle informed staff and the Commission that she was reached out by a resident who is part of an airplane club and would like to find a connection at the airport to provide rides and events at the airport.

Mr. Piatt informed the Commission that Hangar A roof was replaced. He also discussed receiving a email from KW Birds wanting to arrange for a T6 to be displayed at the airport for a 99 year old World War II veteran and to sell rides this spring or summer.

ITEM 9. STAFF COMMENTS

Mr. Ferrigno recognized Mr. Bullis on his years of service to the City and congratulated him on his upcoming retirement.

ITEM 10. MEMBER COMMENTS

The Commission provided their gratitude to Mr. Bullis on his years of service to the City and wished him well in his retirement.

Motion: Mr. Smith motioned to recognize Mr. Joe Bullis for his years of service and work to the City, seconded by Mr. Acker. Motion approved by a 5-0 vote.

Mr. Gaub requested an update on a transmission that he previously reported sounded scratchy and the gate adjustment. Mr. Piatt discussed that he has checked all connectors on the roof and that a contractor will be looking at the power supply or determine if the modulator box needs replaced.

ITEM 11. ADJOURNMENT

Motion: Mr. Gaub moved to adjourn the meeting, seconded by Mr. Smith. The Airport Commission meeting adjourned at 8:01 p.m.

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Janie McIntire
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Chairperson

DocuSigned by:
Elaine McCloskey
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Elaine McCloskey, Clerk