



Airport Operating Board Meeting Minutes

November 21, 2024 @ 3:00 pm

Chairman: Call to Order by B. Wood at 3:02 p.m.

Roll Call and Pledge of Allegiance:

B. Wood, A. Mortensen, A. Erickson present, K. Young not present.

Approve Meeting Minutes (action)

A. Erickson moved to approve the October meeting minutes. A. Mortensen seconded the motion. All voted yes; motion passes.

Treasurer Report for October:

Operating Revenue:	\$180,161	
Total Expenses:	\$1,567,823	
Operating Expenses:	\$293,588	
Capital Expenses:	\$1,274,235	
Total Cash:	\$729,573	Unrestricted: \$729,573

October General Claims (action)

A. Mortensen moved to approve the amended October General Claims. A. Erickson seconded the motion. All voted yes; motion passes.

Citizens Business

Hudson - Thank you for fixing the fence so quickly.

Hangar/Building Occupancy Report (update)

100% occupancy. 61 names on the list. 31 of those are for aviation use.

The white Albatross is back onto the apron and off the NW corner of the airfield.

Airport Manager's Report

Project Updates -

Hangar Construction - E. Row has a draft lease created and meetings held with the investors. There are a few items left to address before finalizing.

Both FAA projects - E Row Hangars and Hangar in the NW Corner of the airfield - have moved on to the analysis phase. These have been designated as a "rush" in hopes of getting them through the other offices of the FAA. Could take anywhere between 10-100 days to get final approval to move forward with drawings and permitting.

Hazel St. Bridge update - Nothing to report. Project is out to bid.

Security Fence - On November 9, 2024, approximately 70ft of security fence on Talley Way was damaged due to a DUI Driver. Said driver was caught and an insurance claim will be filed once full extent of the damages has been calculated. Damage to the fence was \$6,713.57. Repairs were completed on 11/15/24.

Fuel Tank Project - Contaminated soil removal was removed and the area backfilled. A light pole for the new fuel farm remains outstanding. It will be delivered to the contractor on Nov. 22nd and installation should be complete in the first week of December.

Runway Replacement - Meeting with Century West this week. FAA requires us to ask them to give us some maintenance funding to get us to 2030 just in case the runway replacement can't take place in 2026.

Airport truck - The amber light kit and radio has been ordered from Day Wireless. Installation should occur the 1st week of December. The diesel aux tank has been received, installed, and is fully operational.

The old truck was picked up 2 weeks ago and sent for auction. The old tractor was picked up this morning and sent for auction. Proceeds from these items will go right back into the accounts to cover costs associated with their replacements.

In the middle of our 4-year audit. So far, so good. Looking at the middle of December for completion of this audit.

Airport Board Member Reports

B. Wood – PUD has funds available for powersaving projects. Might be worth a call to see if they can assist with the lighting replacement for the runway.

K. Young – n/a

A. Mortensen – How does airport function in the event of a power outage? - Only able to take off and land during daylight hours. Sent out a NOTAM with the information. Close down the airport at night.

A. Erickson – None

Review of any follow-up items identified in today's meeting.

None

Adjourn Board Meeting

Board chairman: Wrap up at 3:33 p.m. and announce next board meeting date (December 19, 2024 at 3:00 p.m.).