

COUNCIL AIRPORT COMMISSION
Council Airport U82, Hangar 2A
Meeting Minutes
November 22, 2021

REGULAR COUNCIL AGENDA

CALL TO ORDER: Kathy Hughes called the meeting to order at 6:00 p.m.

ROLL CALL: HUGHES, PEDERSON, and POWERS. A quorum is present. Also present Murray Carter, pilot and business owner of Carter Cutlery.

CONSENT AGENDA:

- 1) Minutes of the Airport Commission Meeting
- 2) Approval of Agenda

Commission Member Powers moves to approve the minutes from the last meeting on Oct 25, 2021. Seconded by Commission Member Pederson. Voice vote indicated no opposition to the motion with all members voting aye: MOTION CARRIES

Commission Member Powers moves to approve the Consent Agenda. Seconded by Commission Member Pederson. Voice vote indicated no opposition to the motion with all members voting aye: MOTION CARRIES

REPORTS

None

REGULAR AGENDA

- 1) **NPIAS Airplane census**
Snapshot will be taken on Dec 17, 2021 for the NPIAS 2022 report. J-U-B Engineering, Airport Manager and ITD-Aero aware of the criticality of keeping the current number of airport based at U82 so the airport will be classified as of the next NPIAS report to be published in 2023. Classification will make U82 eligible for FAA and State funding.
- 2) **RFQ Airport Engineering Consultant Update**
Kayla Brown regrets being unable to join but provided the following information via email on November 15, 2021:

Tami and Council Municipal Airport Commission Members,

We are excited to assist the airport with your airport engineering services and consulting needs. Unfortunately, I will not be able to attend the November meeting with previous work and family commitments; however, I will work on scheduling an update to the City Council with Tami in the next few months. Perhaps Tami and I could meet with you the same day prior to the Council meeting to address additional questions the Airport Commission may have. We will be in touch to get this scheduled soon. I've addressed questions below. Please let me know if there is anything further or additional questions on these specific topics.

Respectfully,

Kayla

Hangar Lease

Tami has sent the current lease agreement to me for our team to review. Division of Aeronautics has some very good guidance to assist publicly owned airports with their leases and there are some obligations that the City has to maintain from receiving previous FAA AIP grant dollars that we must make sure that they have accounted for in the lease agreement. We will be working with Tami to update the hangar lease. We will look over the draft you've sent as well in comparison to the existing lease, the guidance, and the required language to protect the City in maintaining compliance with FAA grant obligations.

Based Aircraft/ NPIAS Snapshot

Tami and our team completed a zoom call with FAA personnel and State Division of Aeronautics to review several key items with Council which included review of the current Basedaircraft.com accounting of 11 aircraft that Tami updated this last summer of 2021. Tami is working to see if she can get another aircraft accounted for and verified for Council. The minimum number of aircraft that must be accounted for is 9. Tami and I both have reminders on our outlook calendars to check several times before the December 17, 2021 deadline to make sure that other airports don't pinch the planes - I love how you said that. It is true that does happen, which is why we will check and re-check to make sure Council keeps their 11.

Non-Primary Entitlements

Council Municipal Airport will begin receiving non-primary entitlements started in FY 2023 - so October 1, 2022 there will be \$150,000 in NPE (Non-primary entitlements) to begin saving/ spending for the priority project on the airport CIP which is milling and re-paving the asphalt of the Runway, Taxiway, and Apron area with the priority in that same order depending upon funding available. Our Aviation Service Group team will be helping to identify funding sources this spring as funding is getting clearer (especially the new infrastructure funding just passed). FAA is working on identifying potential State Apportionment or Discretionary Dollars to assist with the project. ITD Division of Aeronautics also is aware of the needs and planning on participating in the match to the future FAA grant. Depending upon funding available and timing of saving for the match - construction is anticipated in summer of 2023 or 2024.

3) Maintenance Issues/Outstanding Work

No outstanding work at this time. The hangar tiedowns have removed to prepare for winter snow removal.

4) Courtesy Vehicle Donations - car

Pedersen has offered to donate the signage for the courtesy car and will have a company in McCall print them. Estimated donated cost \$100.

5) Hangar #5 Building Status

The addition is pending cement slab pouring before the office can be framed in. Water and sewer are connected. The hangar sheet metal is complete and the bi-fold door should be finished soon.

6) Draft Hangar Lease Template

A draft hangar lease template was drafted, reviewed by the Commission and is pending review by the Airport Manager.

7) Airport Entrance Sign

It is proposed a sign be design and proposed to the Airport Manager to hang on the entrance to the airport off airport road. Hughes offered to donate the cost of having the sign made.

8) Airport Articles

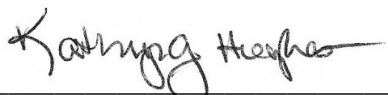
Hughes will draft an article for the IAA electronic FlyLine and for the Chamber of Commerce website.

9) December meeting - will be cancelled in observance of Christmas. The next meeting of the Airport Commission will be Monday January 24, 2022 at 6pm.

10) Other Discussions

- Hughes will provide updated information to AirNav, ForeFlight and the IAA about the courtesy bikes and courtesy car availability at U82.
- Murray Carter is interested in becoming active at U82 in the future. He recently completed his commercial helicopter rating. He discussed the potential of establishing a flight school and aircraft maintenance shop in the future. The airport was named after Clint Yates who had a flight school and Fixed Based Operator (FBO) shop in the past. He was the owner of Council Air Service and was the U82 Airport Manager. He died in 1997 and the airport was renamed the Council Municipal/Clint Yates Field in his honor through the efforts of Dick Thompson who was the Airport Manager at the time.

Commission Member Hughes moved to adjourn the meeting at 7:00 pm. Commission Member Pedersen seconded the motion. Voice vote indicated no opposition to the motion with all members voting aye. Motion Carried.

Minutes submitted by: 
Kathryn G. Hughes

Minutes approved by: Kathryn Hughes, Eric Pedersen, Terry Powers