

**COUNCIL AIRPORT COMMISSION**  
**Council Airport U82, Hangar 2A**  
**Meeting Minutes**  
**June 28, 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 Paul Hughes, aircraft owner

**CONSENT AGENDA:**

- 1) Minutes of the Airport Commission Meeting - N/A, first meeting of the newly convened Commission
- 2) Approval of Agenda

***Commission Member Hughes 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**

**Tami Testa** - City Clerk/Treasurer. Not present for a formal report but via email on 6/28/2021 she provided the following information on the agenda items:

"2) The City has advertised the RFQ and have had three requests from engineering firms so far. Statements of qualifications will be due on July 15th. All submittals will be reviewed and scored by the mayor, a council member, Pat, myself, and a member of the commission (serving in an advisory role). Depending on the submittals, interviews may be set up following the scoring. Selection will most likely be made by the city council at the August meeting, as long as we can meet to review, score, and conduct interviews prior to the meeting.

-I did have a meeting with two engineers this morning. We walked around the airport, and also discussed areas of concern.

3) I submitted the IAAP Grant Application last week. We hope to have an answer back from the state by the middle of July. I have attached the application for your reference.

5) Maintenance issues:

a) Well- Idaho Power was out this morning moving the power line, and the pump is being pulled and repaired as I type this email. I have attached the estimate from Crowell Water Well Service for your reference.

b) Julie ordered windssocks, and all bulbs that Terry Power request. Caleb took everything out to the airport.

e) Julie is working with Leonard Petroleum to get the fuel system to correspond with her software on her computer. The system is very outdated, so they are trying to resolve the issue but we were told that we would need to update the system if we can't get it resolved.

-Caleb or Robert will be back out to mow again sometime today, after they mow the Boise Cascade Park."

## **REGULAR AGENDA**

### **1) Review of #335, Zoning Ordinance to Limit Height of Objects Around Council Airport**

This document explains the duties of the Airport Commission. It states that an Airport Commission Chairperson will be appointed, Pederson and Power suggest Hughes should fill that position. Question will be brought to the City Clerk if the City Council needs to make this appointment. Addition documents reviewed included the Council Airport/Clint Yates Field Airport Land Lease Agreement and Minimum Standards For Use of Council Airport Property to refresh Commission Members about the requirements of Hangar Owners and Hangar Leases. Hangars are reserved for aviation use, the documents do not specify the need to have airworthy or currently registered aircraft in them. The Lease Agreement also needs to have an updated map (reference page 10) with the hangars that have been built since the Lease Agreement template was created.

### **2) RFQ Airport Engineering Consultant/Approval to Advertise**

Current information received from the City Clerk, refer to Report above.

### **3) Idaho Airport Aid Program (IAAP) Grant Application**

Current information received from the City Clerk, refer to Report above.

**4) Idaho Department of Transportation/Aeronautics - U82 Historical Information Request**

Commissioner Hughes met Jennifer Schildgen at the McCall Open House on June 26, 2021, she said she just finished scanning all paper documents the office had on airports around the state. She said she has everything on U82 since the airport was first built. Hughes will send a USB stick to Jennifer to get a copy of all the information to share with the airport users for historical interest. The Airport Commissioners are also interested in the records kept by Dick Thompson. Hughes will contact Dick to see if he still has a copy of those records for historical interest.

**5) Maintenance Issues/Outstanding Work**

a) Well - per report above, additionally the well work has been completed and power returned to the airport. Chlorine tablets have been added to the well which needed to sit for 3 or 4 hours. The water is now functioning. The Commission suggested the water be tested again by SW District Health and notice updated in the airport bathroom. The current notice states the water was last tested in 2005.

b) Taxi/runway end lights - per report above, additionally Powers stated he has all the materials to repair the broken runway edge light housings. The windsock light is inoperable, there is no electrical power detected with circuit tester. This should be an Airport NOTAM item, Hughes will contact the City Clerk to learn how to add a NOTAM as Hughes was supposed to be granted this ability.

c) Tiedowns - there are eight parking spots with three tiedowns per parking spot. This will require new rope and connectors. Hughes will search for FAA standards/requirements on tiedowns and then source 200' of marine-quality nylon rope and 24 rope connectors and install them in the tiedown spots. It was discussed these should be removed before the first snowfall and reinstalled after the winter to avoid damage to the tiedowns during snow removal operations.

d) Beacon - the airport beacon light does not turn in a level 360° manner. Powers suggested installing shims in the beacon housing to correct this. The City Clerk will be informed and permission requested before temporarily lowering the beacon.

e) Fuel System - per report above. Additionally, conversation ensued to possibly request a project add to have a MOGAS tank added to the fuel system.

**6) Courtesy Vehicle Donations - bicycles/car**

Mr. Ron Hundahl has offered a donation of two bicycles and helmets, with the offer to also maintain them, for use by pilots based and visiting the Council Airport. There is room in the bathroom to store space bicycles. Airport notes can be added to ForeFlight and other airport directories to note courtesy vehicle availability. The Idaho Aviation Association (IAA) has received care donations in the past for airports to use. Hughes will contact the IAA to see if there are still cars available., and the Commission will work with the City Council to see if an airport courtesy care can be added to the City's insurance coverage. Any courtesy vehicles will be clearly marked that they are property of the Council Airport. This will provide visiting pilots a way to enjoy local Council amenities while also displaying to businesses that these customers have come to town via the airport.

**7) Council Chamber of Commerce Meeting Attendance**

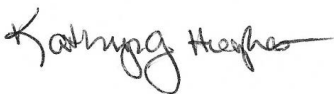
Mr. Hundahl has invited the Airport Commissioners to a future Chamber of Commerce Meeting to discuss the airport and brainstorm ideas that can demonstrate the positive

economic impact to the community. The ITD/Aero economic impact report for U82, updated in 2020, will be provided to the Chamber of Commerce

**8) Other Discussions**

- Look into what agreements exist for Airport use by fire fighting service
- Understand agreements for Life Flight Services using U82, and if there is a possibility for a dedicated helicopter pad landing site
- Investigate FAA requirements for using the blue reflective taxiway markers - could they be used to mark the edges of the apron?
- Understand how fuel prices are determined for AvGas, how the gas tank level is monitored and what the process is to get refueled when the tank gets low
- Hughes to get training on how to publish airport NOTAMs for U82

***Commission Member Hughes moved to adjourn the meeting at 7:15 pm. Commission Member Powers 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: Kathy Hughes, Eric Pederson, Terry Powers on July 26, 2021