

COUNCIL AIRPORT COMMISSION
Council Airport U82, Hangar 2A
Meeting Minutes
August 23, 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, and two transient pilots from Coeur D'Alene Airport.

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 July 26, 2021. Seconded by Commission Member Pederson. Voice vote indicated no opposition to the motion with all members voting aye: MOTION CARRIES

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

Meeting with Airport Manager/City Clerk, Deputy City Clerk and Public Works Supervisor - Hughes

A meeting took place with Tami Testa, Pat De Haas, Julie Pate, Kathy Hughes and Terry Adcock on August 10, 2021 to discuss the best way for the Airport Commission and the City to collaboratively work together. Email is the best method of communicating. Fuel prices are set by the city to cover the fuel purchase price and administrative fees for the fuel card reader. Hughes will gather information on potential fuel card reader replacements should the current reader become permanently unserviceable. U82 splits the fuel delivery tank. The aircraft census for planes based at U82 is critical to keep above 10 plane to ensure the airport is eligible for State and FAA Funding. Potentially having additional hangar would help the census and increase airport revenue. Hughes will work to develop a business case analysis for city-owned T-hangars.

REGULAR AGENDA

1) RFQ Airport Engineering Consultant Update

Information provided by the City Clerk/Airport manager reviewed by all three Commissioners and ranking sheets submitted. It is intended that interviews of the two firms will be conducted and the Commissioners will be asked to support.

2) Commission Chairperson selection

Hughes was nominated by the Airport Commission and consideration will be on the agenda of the City Council TBD.

3) Maintenance Issues/Outstanding Work

- a) Tiedowns - ropes and rope clamps received and will be installed .
- b) Beacon - the airport beacon light does not turn in a level 360° manner. Powers suggested installing shims in the beacon housing to correct this.
- c) Fuel System - functioning well. Fuel is set by the City of Council to cover the cost of the fuel and administrative fees for the fuel card reader. Current price for fuel is \$4.70/gallon. Per the meeting with the Airport Manager, no revenue is generated from fuel sales.
- d) Numbers for exterior identification hangars - Kathy has purchased vinyl reflective numbers to post on the hangars for ease of location for EMS response.

4) Courtesy Vehicle Donations - car

Hughes is still working on a courtesy car donation, should one be secured the City of Council will hold the insurance for the vehicle

5) Hangar #5 Permit Building Status

The FAA Letter of Determination was received and a building permit was issued on 8/16/2021. Work will commence in the next 2-3 weeks.

6) Draft Hangar Lease Template

A draft hangar lease template will be drafted for review at the next Commission meeting, then will be forwarded to the Airport Manager.

7) Airport "Work Party"

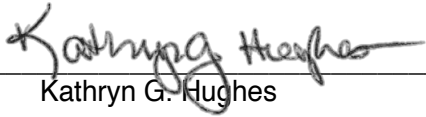
The Chamber of Commerce plans to rehabilitate the kiosk they installed at the north end of the airport next to the fuel tank. Other work is proposed such as installing the tiedown ropes, painting the fuel tank, weed cutting around the hangar, and trash pick-up. Date is TBD. .

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 dedicate helicopter pad landing site
- Visiting pilots stated the enjoyed flying into the airport and will definitely return once a courtesy car is secured for the airport.

Commission Member Hughes moved to adjourn the meeting at 7:00 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: Kathryn Hughes, Eric Pedersen, Eric Powers