

COUNCIL AIRPORT COMMISSION
Council Airport U82, Hangar 2A
Meeting Minutes
September 27, 2021

REGULAR COUNCIL AGENDA

CALL TO ORDER: Kathy Hughes called the meeting to order at 6:30 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
- 2) Approval of Agenda

Commission Member Powers moves to approve the minutes from the last meeting on Aug 23, 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 Powers. Voice vote indicated no opposition to the motion with all members voting aye: MOTION CARRIES

REPORTS

None

REGULAR AGENDA

- 1) **RFQ Airport Engineering Consultant Update**
J-U-B ENGINEERS, INC, (Kayla Brown, PE) were selected by the City Council at the last meeting held on September 14, 2021.
- 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 will be installed at the work party on October 3, 2021.

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 - the fuel tank ran out of fuel last month, Hughes was notified by the city on Aug 26, 2021 - she notified the pilots based at U82 and posted a NOTAM with the FAA on that date. The normal fuel supplier for U82 is City Services, U82 has been on the list for fuel since June, and as of the time the fuel ran out there was no projected date for getting a fuel truck to U82. Hughes contacted David Mittelman, AvFuel Regional Manager, he said he could get a truck from Boise to refill the tank at a pre-tax price of \$4.65/gallon. The City Clerk coordinated the fuel purchase and the tank was filled on Aug 30, 2021. The request for fuel with City Services was cancelled, and the FAA notam was rescinded. The current fuel price is \$5.70/gallon.

d) Numbers for exterior identification hangars - Hughes has purchased vinyl reflective numbers to post on the hangars for ease of location for EMS response, and they will be installed on Oct 3, 2021. The City reimbursed Hughes \$30.64 on Sept 14, 2021 for the purchase of the numbers.

4) Courtesy Vehicle Donations - car

John Davis, the IAA District III Director, contacted Hughes on August 30, 2021 about a donation of a courtesy car. An MOU for the vehicle donation was agreed upon between Gem State Aviation Fund, Inc. (John Davis, Director) and the City of Council. The car was delivered to U82 on September 23, 2021. Commissioner Powers met Davis at the airport, he flew up to bring the driver back to Boise. The car is a 1999 white Dodge Durango. The title was mailed to the City, once received the City will register the vehicle, and add it to the insurance policy. The car will be parked behind on the west side of the airport near the bathroom and the keys will be kept in the bathroom. Hughes will draft a "rules of engagement" for transient pilots to abide by, and will leave her information as a point of contact for transient pilots should questions arise. Pilots will be expected to fill the car with gas upon return, and cash donations will be encouraged by users. Any funds received from donations will be recorded and submitted to the City Clerk. Hughes will source a magnetic door sign to place on the vehicle identifying it as an airport car and to raise awareness in the local area that visitors/customers have come to the area via the airport. Hughes will also write a letter of appreciation to Davis and to Bill Ables from Enterprise OR, who also helped secure this donation.

5) Hangar #5 Building Status

Ground has been broken on the addition to west of the hangar to bury the power line to hangar #4, connect to water and to the septic system. Some materials have been delivered and are being stored on the east side of the hangar across the tarmac. The concrete pad and hangar renovation work is expected to commence in early October.

6) Draft Hangar Lease Template

A draft hangar lease template was drafted and reviewed by the Commission. It will be forwarded to the Airport Manager for final review.

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. Work will take

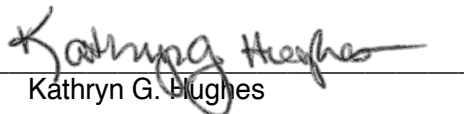
place Oct 2-3, 2021. All airplane operators and hangar owners are invited to participate. Hughes will email the details to all the pilots.

8) Other Discussions

- Powers said that John Davis has bike sheds available from the IAA to store bicycles instead of keeping them in the bathroom. Hughes will contact Davis for future details and then coordinate with the city to see if one can be placed.
- The Commission suggested acquiring a metal car port for the courtesy car. A 10'X15' car port is approximately \$1,000, and it can be set up on the west side near the bathroom. Hughes will discuss this with the City Clerk and see if a donation will be acceptable.
- Hughes will work with the IAA to do an article about the U82 airport to be published in their , highlighting the history of the airport, features of the local area, community events and businesses. She will get input from the Chamber of Commerce, City Clerk and County Clerk. The goal is to increase awareness of our airport, increase aircraft visits and add to the economy of our community.
- Hughes will provide updated information to AirNav, ForeFlight and the IAA about the courtesy bikes and courtesy car availability at U82.
- The Commission suggested "sprucing up" the airport entrance on Airport Road, to include removing debris and getting a sign erected. Hughes will discuss this with the City Clerk.
- Hughes will post the Commission meeting agendas and approved meeting minutes in a binder in the bathroom until the City website can be updated to keep these required public records. Currently Hughes is emailing this information to U82 pilots/aircraft owners.

Commission Member Hughes moved to adjourn the meeting at 7:25 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