

City of Colville

Airport Board Minutes

10 June 2015

The meeting was called to order at 5:20 pm.

Board Members Present: Chairman George Thomas, Vice-Chairman Drew Hatch, Secretary Steve Pietroburgo, Gary Brooks, Bud Buddinger, Jerry Sater, Daron Tate, Airport Manager Dave Garringer

City Council Present: None

Public Present: Mr. and Mrs. Lynn Hartman, Sam Jennings, David Cabbage

The minutes from the Board meeting of 14 December 2014 were read and approved.

**Budget Report:**

Dave reported on recent expenditures, most notably the repair of the pedestal display at the fuel tank (\$400), the wiring installation for the new fuel hose reel (\$1400) and a load of fuel. Expenditures to date are approximately \$32,000 while revenues to date are approximately \$33,000. With the new load of fuel the pump price will increase from \$4.17/gallon to \$4.94/gallon.

The Board held a discussion focused on the budget and the need to maintain vigilance on expenditures, expected expenses and revenues. The Board realizes that it is difficult to project with certainty the amount of fuel that will be "on hand" at the close of the fiscal year and consequently, the effect that will have on year-end balances for revenues and expenses. Nevertheless, the Board will make its best effort to monitor and project as the fiscal year progresses. In addition, the Board agreed that a comprehensive report each year that includes assets, investments made (both cash and in-kind labor , etc.) as well as economic activity generated or enhanced by the airport is essential.

**Old Business:**

1. Fuel Tank Maintenance. Dave reported that the contractor had completed the scouring of sediment remaining in the sediment sump. The piping in the system will continue to produce some sediment due to inevitable corrosion but the fuel quality monitoring and future maintenance will address the issue.

**New Business:**

1. Hangar Construction. David Cabbage would like to construct a new hangar for storage and maintenance of several aircraft. He is interested in the of "Colville Wings" hangar site on the

west side of the runway. He does not have a size or design yet but would likely build a pole style hangar similar to most others on the airport. He requested the Board consider whether a new hangar there would be approved. The Board discussed this and reached a consensus that new hangar construction on that site would indeed be beneficial. George Thomas moved the Board approve this contingent upon Mr. Cabbage making an application for lease of the site. Second by Gary Brooks. The motion passed.

2. Sale of Hangar "P" by Bill Thompson. Dave reported to the Board that Mr. Thompson wishes to sell his hangar to another aircraft owner. Motion to approve sale by Buddinger, Second by Brooks. Motion passed.
3. Storage of Airport equipment and supplies. Dave reported that we no longer have storage available at the old county shop. In the short term, he has moved all supplies and materials stored there to the old airport lounge building owned by Mr. Thomas. Mr. Thomas stated that he is open to a lease of that building back to the City for that purpose. He will bring a proposal for that to the City for their consideration.

The Board discussed both the short term and needed long term solutions to the problem. A new shed has been on the City's CFP for a time but has neither been funded nor built. Drew Hatch suggested a committee be formed to work with Dave on specifications for a long term storage solution which would include space for protecting and maintaining all equipment. He will serve on that committee to produce a document framing the issue for City Council.

4. Board seats. Dave reported that Harley Howell Jr. has not renewed his appointment to the Board. In addition, George Thomas announced his resignation from the Board. The Board discussed the need for two new members and considered a motion by Gary Brooks to appoint Lynn Hartman to the Board. Second by Jerry Sater. Some question was made as to whether Mr. Hartman had to actually apply to a vacant seat first. The Board voted to appoint Mr. Hartman should he accept an invitation and apply. Jerry Sater moved that Drew Hatch be appointed Board Chairman. Second by Gary Brooks. Motion passed.

#### Airport Manger Report:

1. New flooring and painting is completed in the restrooms of the Airport Office. The counter tops are now ADA compliant for height. Dave is continuing work into the hallway floor.
2. Dave has been working on selection of a location for a designated helipad to improve the integration of helicopter traffic into the airport surface. Objectives include keeping the pad accessible to the office, restrooms, courtesy cars, etc.. as well as reducing the amount of blowing debris near airplanes and people on the ramp. The spot selected will require movement of a small section of perimeter fencing along Airport Drive. Initially the labor for this project is to be acquired through volunteers.
3. The Colville Chapter of the WPA will be promoting general aviation through a free "Movie Night at the Airport" on June 27. Community members and fly-ins are welcome. Two films will be shown.

The meeting adjourned at 7:15 pm.

Respectfully submitted by Stephen Pietroburgo, Secretary