

**CITY of COLVILLE**  
**AIRPORT BOARD MEETING**  
**December 19, 2011**

**Attending:** Airport Board: Jeff Harshman, Steve Pietroburgo, Harley Howell Jr., Jerry Sater and Airport Manager Dave Garringer.

Meeting called to Order at 6:15 pm  
The minutes of 9/19/2011 were read and approved.

**Budget Report:** The FY2012 budget was enacted by the City Council, with the Airport Manager's contract salary unchanged. In addition, the Manager has been included in the City's liability insurance coverage. Jeff briefed the Board on recent his recent discussion with the City regarding a 25% cut to the Manager's contract. Jeff asked the City "What 25% of the manager's work do you want him to stop doing?"

Jeff asked Dave for an accurate accounting of the fuel remaining in the tank on 12/31/2011. This will be important in balancing the airport budget.

**Old Business:**

1. *Wrecked aircraft.* Dave Garringer approached the insurance carrier for the wrecked Beechcraft recently situated on the airport, and billed a storage fee of \$150.00/month. This fee was collected and worked well. The Board discussed appropriate fees for future incidents involving the storage of heavily damaged aircraft. A range of fees was discussed, as were the criteria for what constitutes an aircraft subject to storage fees rather than the basic monthly tie-down charge. After discussion, the Board drafted the following policy:

"In the event an accident or incident renders an aircraft not operational, the owner of the aircraft will be subject to a storage fee, payable to the City of Colville, of \$200.00 per month. This fee will accrue beginning one month after the date of the accident or incident, continuing until the aircraft is removed from the airport".

Harley moved the Board recommend this policy be adopted by the City. Sater seconded and the motion passed. Jeff Harshman will forward this recommendation to the City Council.

**New Business:**

1. *Expiring Airport Board terms.* Members Howell, Sater and Henry have terms expiring 12/31/2011. Howell and Sater will apply for an additional term. Mr. Henry had not responded to the Chairman's inquiry and the Board discussed possible applicants for the vacancy created by his term's expiration.
2. *Itinerant aircraft tie-down fees.* The Board discussed adding a secure box near the ramp for the collection of nightly fees in a similar fashion as the collection of courtesy cars fees. The Board recommends a nightly fee of \$2.00 and monthly fee of \$20.00.

3. *Sale of Kilgore hangar.* Jeff Harshman moved the Board approve the sale of Mr. Kilgore's hangar to Mr. Hartmann. The motion was seconded by Harley and approved by the Board.
4. *WPA donation of shower facility.* The Colville Chapter of the Washington Pilots' Association has recently approved a donation of funds and labor to facilitate the installation of a shower at the airport office. The shower is intended for the use of pilots or passengers delayed by weather or equipment malfunction when passing through Colville. The Board will recommend approval of this project by the City Council.
5. *Mayor-Elect tour of the airport.* Dave briefed the Board on a recent visit by Mayor-Elect Deborah Rarrick. They had a very positive discussion.

Jeff requested the Board review the current hangar lease agreement with the intention of drafting an updated version at the next quarterly Board meeting.

The meeting adjourned at 8:05 pm.