

City of Colville

Airport Board Minutes

7 February 2014

The meeting began at 5:05 pm

In attendance:

Board Members: Jerry Sater, Harley Howell Jr., Steve Pietroburgo, George Thomas

Manager Dave Garringer. Absent: Dave Shaw, Bud Budinger

City Council: Doug Kyle, Mike Burch

Public: Brent Schumacher, Daron Tate

The minutes of 11/12/2013 were reviewed and approved.

Mr. Kyle introduced himself as second liaison from the City Council to the Airport Board. Doug has served in the past as both City Councilman and Airport Board Liaison.

Budget: Dave distributed a summary income and expense report for FY 2013. Total expenditures were \$78,771.75, including the purchase of aviation fuel. Total revenues, including fuel sales, were \$82,048.94. In addition to total revenues, fuel on hand at the end of the FY (1437 gallons) is currently valued at \$8,780.07. Dave's summary noted that the revenue report does not include personal property taxes paid by hangar leaseholders to Stevens County, a portion of which goes to the City of Colville.

Old Business

1. Sterner Hangar Sale: Harley moved the Board approve the sale of Bob Sterner's hangar to Jack Liuten. Second by Jerry Sater. After no further discussion, the motion passed.
2. Hangar Lease Agreement: After presenting his thoughts to the City Council in November, Jerry reported to the Board that the City Council may be open to reviewing some revision to language that is discouraging existing hangar sales as well as new construction. His concerns are not necessarily on lease provisions per se, but the perceptions created by the wording in clauses regarding the City's rights. The Board discussed drafting some proposed changes and Councilman Burch urged the Board to be succinct and prevent dragging the issue out. At issue is the expense to the City for having legal counsel review further changes. Steve Pietroburgo moved that a committee consisting of himself, Jerry Sater, Harley Howell Jr. and Dave Garringer draft such a proposal prior to the next Board meeting in March. Motion seconded by Jerry Sater. After no further discussion, the motion passed.

## New Business:

1. Board vacancy: Currently one seat is vacant, and that seat is one of two required to be filled by a City resident. Mr. Daron Tate expressed his willingness to serve as a Board member. Harley moved that the Board accept and forward Mr. Tate's application with a recommendation for approval to the City Council. The motion was seconded by Jerry Sater and passed.
2. Board Chairship: Jerry Sater moved that George Thomas be approved as Chair of the Airport Board, with a second by Harley. George is willing to serve as Chair and has a great deal of experience in the aviation and construction business. The Board discussed the handling of business while Mr. Thomas is out of state. Mr. Kyle suggested that, pending a determination by the City on whether the use of some communication technologies constitutes meeting attendance, the Board may consider designating a Chair pro-tem during such times. The motion passed.
3. Proposal to expand the Airport Board to nine members: The Board discussed this proposal at the suggestion of George Thomas. The merits center on an increase in input from knowledgeable people and an expansion of involvement in the decision-making process. George stated that his research of the rules governing volunteer civic advisory boards finds that quorums need not be set at a majority of board members. The Board discussed the merits of expanding the Board membership without raising the quorum from 4 to 5. The possibility of decisions made by a minority of the Board was recognized as a liability. Harley moved that the Board recommend an expansion from 7 to 9 members without any stipulation as to the quorum being less than a majority (see above remarks regarding the use of communications technology). Motion second by Steve Pietroburgo. Further discussion clarified that this proposal would not involve an increase in the number of seats required to be held by City residents.

## Airport Manager and Operations

- Dave is getting quotes on the installation of a new fuel hose and hose reel. The fuel supplier, City Services, is going to pay for the hose and reel, up to \$2000.
- The electrical panel at the airport office has been changed at a cost of \$500.
- The weather station donated by the WPA chapter is installed and functional.

Meeting adjourned at 7:13 pm.

Submitted by Stephen Pietroburgo, Secretary