

City of Colville  
Airport Board Minutes  
19 April 2018

The meeting began at 4:02 pm

*In attendance:*

Board Members: Jon Bateman, Steve Pietroburgo, Derrol Sater, Jerry Sater, Airport Manager Dave Garringer

Absent: Gary Gibson, Bud Budinger

City Council: Ms. Nancy Foll, Ms. Mallory Conner

Public: Mr. Terry Coleman

*Budget:* None

The minutes from regular board meeting of 14 March, 2018 were read and approved.

*Old Business:*

1. **Grant for engineering and design work, runway widening.** Dave reported that he submitted the grant application to the WA Department of Transportation, Aviation Division. The grant amount is \$108,000, which would require a \$12,000 matching investment from the City.

*New Business:*

- 1) **Hangar inspections.** Dave discussed the start of hangar inspections at the behest of the Mayor. He is conducting the inspection along with City Building Inspector Dave Harper. They completed eight inspections today.
- 2) **Fee schedule.** Board input on the fee schedule is due by mid-May. The Board identified several key points to clarify and resolve as part of the exercise:
  - “Long term” storage of vehicles on the airport, and whether vehicles stored within hangars are subject to the same use fee that vehicles parked outside hangars on non-leased area. The consensus is that “long term” should be better defined as well. Whether or not storage of vehicles is permissible under the lease agreement and covenants should be determined.
  - Flowage fees paid by the USDA Forest Service under their land use agreement may be removed next year. The revenue may be made up by adjusting daily use rates upward

by an appropriate amount. Jon suggested using the previous two years flowage fee revenue and use rates as a baseline to determine and appropriate adjustment.

- The need for general fee increases to offset the rise in costs for airport maintenance. Derrol will research fee structures at comparable airports in the region in order to write a justification for our fee structure and any changes that should be evidently necessary.

**3) Automated Weather Observation System (AWOS).** Dave has continued to research means by which operators, including Lifeflight, can obtain better information on current conditions at Colville. He has found an individual in Winthrop, WA who may be interested in selling a previously used system for a nominal fee. There would be annual costs associated with maintaining such a system and he has also been in conversations with other local agencies and users to investigate joint funding for such a system. If an AWOS does not prove feasible, additional camera images accessible via internet are an alternative.

**4) Proposed maintenance and capital projects.** Dave submitted a listing for consideration during upcoming budget workshops (budget due in July of this year):

- i) Paving the east side transient tie-down area. Costs could range from \$27,000- \$37,000 depending on the area for asphalt. Chip sealing the area would be a cheaper alternative.
- ii) Additional taxiway connector from the runway to Taxiway "A" south of Taxiway "C". The cost for this is approximately \$12,000.
- iii) Repainting of all surface markings – approximately \$11,000.
- iv) Lighting replacement in the airport office, moving to more efficient fixtures – no cost but with a possible rebate from Avista Corp.
- v) Updates to credit card reader and filter system at the fuel facility required by 2020- approximately \$9,000.

The next Airport Board Meeting will be May 10, 2018 at 4:00 pm in the Airport Office. This is a special meeting to work on the proposed fee schedule revision. The Board discussed the need for meeting more frequently than once per Quarter, but since no quorum was present, did not take any official decision.

The meeting adjourned at 1804.

Respectfully submitted,

Stephen Pietroburgo, Secretary