

**LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
MINUTES
MARCH 5, 2013**

The Logan-Cache Airport Authority Board convened in a regular session on March 5, 2013 at 7:30 a.m. in the Cache County Council Chambers, County Historic Courthouse, 199 North Main, Logan, Utah.

ATTENDANCE

Members of the Airport Authority Board in Attendance:

John Kerr
Dean Quayle
Gar Walton
Val Potter
Bill Francis
M. Lynn Lemon
Mayor Randy Watts

Members of the Airport Authority Board Absent:

Others in Attendance:

Lee Ivie - Airport Manager
Jeff Peterson - Logan City Fire Department
Brady Hansen – Logan City Fire Department
Zan Murray – J-U-B Engineers
Kim Hall – Leading Edge Aviation
Bryan Congdon - Harris Air
Stephen Blankenship – Mountain Ridge Helicopters
Mark White – Mountain Ridge Helicopters
Zak Loosle - Utah Jet Center
Sean Heiner – Utah State University
Manuel Boltz - Utah State University
Colby Goodliffe - Utah State University
David Tidwell - Utah State University
Janeen Allen

CALL TO ORDER

Chairman John Kerr called the meeting to order at 7:29 a.m.

REVIEW AND APPROVAL OF MINUTES

Kerr asked for a motion to approve the minutes of February 5, 2013.

ACTION: Motion was made by Quayle and seconded by Walton to approve the minutes of February 5, 2013. The vote in favor was unanimous, 7-0.

ITEMS FOR DISCUSSION

Manager's Report – Lee Ivie (Attachment A)

Ivie presented his report which is attached as a part of these minutes.

Snow Removal Ops

Ivie said he was very pleased with the job Logan City did with snow removal this year. He thought it was more cost-efficient and a better job than if we had contracted it out to another party. Mayor Watts noted that as important as the airport is, it is still considered secondary to the snow removal crews whose main responsibility is the major thoroughfares to the hospital and fire stations, etc. He continued that the airport has contracted with private parties before, but the cost was more than the budget could support. He concluded that he hoped we could strike a good balance in continuing the use of Logan city crews.

Hangar Inspections

Ivie asked how the inspections have been conducted in the past. Kerr responded that Allen could help with notification of hangar owners and setting up the inspection times.

AIP Projects

Kerr noted that the grant application has been submitted for the Taxiway Juliet project and the cost will be approximately \$700,000 in addition to what has already been committed to it. He will meet with the state at the UAOA conference to finalize the request, but he has received assurances that the funding will be there for it.

Hangar Request – 80' x 80' in Hangar Space D4 by Janos Lakatos

Kerr said that Armstrong determined the existing taxiways to have a limited wingspan of 49 feet. Kerr said an option would be to restrict the hangar in that area to not store aircraft with longer wingspans than 49 feet. The other option would be to require that the hangar face to the south, but a ramp would have to be built. Lemon asked if the hangar owner can be required to make the necessary improvements to the ramp and taxiways in order to build the hangar in that area. Francis added that on paper, the space looks really tight. He thinks it would be better to locate a hangar of that size down by taxiway Juliet where it can be better accommodating to larger aircraft. Kerr said he would rather not give up space in the north area for hangars smaller than 100' x 100' because there are so few spaces available for the larger hangars. Ivie said that Lakatos has looked into building in the other location, but the lease cost is five cents more per square foot and he doesn't really want to build a larger hangar than 80' x 80'. Lemon said if he has to build a

ramp, it will cost him a lot more, too. Francis said he would prefer having two 40' x 40' or 50' x 50' hangars built in that area rather than one 80' x 80'.

ACTION: Motion was made by Francis that a hangar that size not be allowed in the specified location. There was no second.

Discussion: Quayle thought that Lakatos needs to be informed of the limitations and potential problems in that area. Francis said he thinks Lakatos understands, but the Airport Authority needs to think of the future impacts in that area. Lemon clarified that the hangar request as it stands now has the door facing west with access to Taxiway E. Mayor Watts said the restrictions should be written into the contract for that hangar so that even if it is sold in the future, the owner would assume those requirements along with the hangar. Mayor Watts said the Airport Authority needs to make Lakatos aware of the limitations associated with building an 80' x 80' hangar in that location including the wingspan space. Lemon added that it becomes even smaller when there is snow. He said that as long as Lakatos understands this and it is written into the lease agreement, he doesn't have a problem with him building the hangar. Potter added that the requirements should be specific so that if there are problems in the future, they will be assumed by the hangar owner and not the Airport Authority. Kerr suggested approval of the hangar, subject to the restrictions and conditions discussed by the board, and then let Lakatos decide if he wants to move forward with it.

ACTION: Motion was made by Mayor Watts and seconded by Potter approving the construction of an 80' x 80' hangar with a detailed set of limitations attached to that lease. The vote in favor was unanimous, 7-0.

USU Fiber Optic Installation Project

Kerr said the Airport Authority Board took the proposal made by USU to run fiber optics to connect all of their operations at the airport under advisement from last month's meeting. He added that the Airport Authority does not have the funding to support it, but USU is willing to bear the cost of the installation and they just need approval from the Airport Authority Board.

ACTION: Motion was made by Lemon and seconded by Mayor Watts to approve the USU fiber optic installation project. The vote in favor was unanimous, 7-0.

Committee Reports

Audit & Finance – Lynn Lemon

No report. Kerr mentioned that Logan City has a truck with a plow that will be surplused either this year or next year for around \$20,000. He suggested Lemon

see if the purchase of the truck can be worked into the budget noting that if the truck is purchased with airport funds, we can use it for whatever we want, but if it is purchased using federal funds, it can only be used for snow removal. Lemon asked Mayor Watts if he knows when it will be surplus. Watts responded that he believes it to be right after this current snow season. Kerr asked Lemon to work with Quayle and follow-up on it.

Kerr asked Brady Hansen if it would be possible for Stewart Hunsaker to have three seats from an abandoned parts truck located at the Provo Airport. Hansen said he has never seen the truck, but has no problem with Hunsaker taking them. Some discussion followed regarding when this vehicle was actually purchased and where it might be located now. Watts suggested Hunsaker be given the whole truck and then he can have whatever parts he wants as long as he moves it from the Provo location.

Ivie asked what the Board wants to do with "Walter" when we get the new fire truck. Hansen said he believes it won't be good much longer without need for significant repair. The board members agreed that it will probably need to be surplus for parts. Kerr said he will let Hunsaker know that he can have the whole abandoned vehicle and instruct him to move it off the Provo location.

Operations Committee – Dean Quayle

Quayle said his only item is the endorsement and purchase of the truck that will be surplus by Logan City. He will work with Lemon in pursuing the purchase.

Capital Improvements - Bill Francis

Francis said he thinks it is much more cost-effective to utilize the city equipment and trained crews to take care of snow removal than buying our own equipment.

Lemon stated that the County Fire Department is looking for a place to store equipment, etc. and wondered if they could use the Search and Rescue building at the airport. He said that it has been brought up before, but wonders if the airport is interested in buying the building or if they would like to allow the Fire Department to use it.

Economic Development / Public Relations – Gar Walton

Walton said they will be on the Cross Talk program on the radio station this morning to promote the airport and the activities that will be taking place there. He hopes this will generate more awareness and interest from the public.

Open Items (Attachment B)

Kerr asked Zan Murray if he had any input. Murray asked about the status of the Utilities Easement with Hyde Park City. Lemon told him that it has been signed by all parties involved. Kerr mentioned that he received a letter from Leading Edge Aviation indicating they are

changing their corporate structure and asking to have their name changed on their lease agreement to LE Aviation, Inc.

Lemon asked about the effect of sequestration. Kerr noted that there were rumors that airport towers across the country would be closed, but he hasn't seen any of it.

Walton noted that there is a video on YouTube taken from a glider over the Logan area. It can be found by searching "Gliding the Logan, Utah ridge" at www.youtube.com

Next Meeting

The next meeting of the Airport Authority Board will be April 2, 2013 commencing at 7:30 a.m.

Adjournment

The meeting was adjourned at 8:20 a.m.

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ATTACHMENT A



February 2013 Manager's Report

- **Snow Removal Ops.**

1. A review of the snow removal/ice control plan was conducted with the SICC committee on February 6th to discuss problems and changes in procedures that needed to be implemented in snow removal operations at the airport. A letter was sent out to the Authority Board Members by Dean Quale with information pertaining to that meeting.
2. The Osh-Kosh snow blower was out of operation for two weeks in February do to the drive line between the transfer case and transmission twisting into two pieces. Fortunately this happened after the snow banks had already been blown back along the sides of the runway and most of the edges of the taxiways. The blower has been repaired and is back in operation for the clean-up of the latest storm that occurred on February 23rd.
3. The Autocar truck owned by the airport is starting to use a fair amount of oil, and the air leak in the transmission linkage is starting to worsen.
4. All damaged runway and taxiway lights have been repaired with the exception of one taxiway light that was sheared off at the intersection of Bravo and Delta. Due to ice build-up I haven't been able to locate the cover plate for that fixture yet.
5. Both automated gates at the airport are in operation, but the remote control antenna at the southwest gate only works from within the fenced area. The key pad riser for this gate was also struck by either an automobile or one of the plows. I have secured this riser in place using wire and the two columns on both sides of the riser. This will be a temporary fix until the weather warms up and concrete can be added to the base of the riser.

- **Water and Sewer Line Extension.**

The extension of the water and sewer lines into the Northwest corporate hangar area is going well. The Logan City Water Department staff has been able to advance these lines to the point where the spoils from the apron rehab were stockpiled. Before we move much further with this project some decisions will have to be made concerning the grade of the proposed ground surface where Brad Wursten is planning on building his new hangar, and the effect that construction will have on the property leased by Mountain Ridge Helicopters. Currently the spoils from the rehab project were leveled off and the ground surface in that area south of the Mountain Ridge Helicopter hangar is about three feet higher than the grade next to their building. Additionally at the southwest corner of that hangar there is a pond where ground water collects during the spring runoff. A sump pump has been installed in this drainage area to pump the water into the canal that runs along the southwest property line of the airport. If any additional water were to flow towards this pond, there may be a potential flooding problem. I've spoken with Justin Maughan who is the city engineer involved in this project, and his suggestion is to install a collection box or water basin , a larger pump and drainage lines to handle the increased amount of water runoff created by future hangar construction. Also the ground surface south of Mountain Ridge Helicopters will have to be lowered to allow proper drainage in this area. The questions that need to be addresses are: 1) Who is responsible for these alterations, 2) who will cover the costs, or 3) is there another solution to this problem?

- Hangar Inspections/Based Aircraft Counts.

Every other year hangars at the Logan-Cache Airport are inspected by the Logan City Fire Department, and this will need to be done in 2013. I've contacted Brent Speth who is the safety inspector with that department, and we have tentatively scheduled mid-April as the time to perform these inspections. Along with the safety inspection I will get an updated count of based aircraft at the airport. This based aircraft count needs to be submitted to UDOT on an annual basis. The state uses these numbers in determining funds allocated to state airports for construction projects. I've attached a copy of the inspection form that will be used. This is a standard form used at other airports and if any items on that form are not applicable to Logan-Cache Airport they can be deleted.

- UAOA Conference.

The spring Utah Airport Operators Conference will be held at St. George Utah on March 13th through March 15th. I will be attending that conference along with John Kerr, Gar Walton, and Bill Francis. I will arrange for either the City Fire Department or Matt Jensen to complete the daily field inspections at the airport on the days that I will be absent.

- Airport NAVAIDs and Lighting Systems.

1. The problem with the rotating beacon was corrected by installing new ballast and cleaning the brushes at the base of the rotating head. We did not order new brushes in hopes that we can save the \$500.00 service call and repair charge associated with the replacement of these parts.
2. The REILs at the south end of runway 35 have been working properly the entire month of February. They were out of service for about a week in January, and before I could get an electrician to trouble shoot the problem they started working again, and have worked until the present time.
3. Both PAPI units for runway 35 and runway 17 shut down every morning from 7:10 a.m. until 7:40 and then start back up. I don't know if this is a design in the system or if not, why they both shut down at the same time each morning.
4. The runway lights, taxiway lights, obstruction lights, and lighted signs are all working, and snow banks have been removed to insure that they are visible to airport users.
5. The ILS, ASOS, and MALSAR systems are operable, and a path has been cleared so that technicians can access the control sheds for these facilities.
6. The lighted wind socks for the most part have been operable. From time to time I will have to remove the twelve volt batteries and charge them due to the lack of sunlight needed for the solar panels to charge the batteries.

- AIP Projects.

1. The wildlife hazard management assessment has not shown much of a problem in the winter months. That was what we expected, and as spring approaches I'm sure that the number of bird sighting will increase. I receive a monthly report from the biologist employed by Creamer and Noble.
2. The ARFF truck is on schedule and it is anticipated that we should see delivery by late June or sometime in July. Brady Hansen and I will need to travel to Osh Kosh Wisconsin to perform the final inspection and sign off on that inspection prior to the delivery of the vehicle.

3. GRANT SUBMITTED FOR TAXIWAY "J"

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ATTACHMENT B

LEADINGEDGE
AVIATION



February 28, 2013

Mr. John Kerr
Airport Authority Chairman
Logan Cache Airiport
900 West 2500 North
Logan, UT 84321

Good Morning John:

Subject: Leading Edge Contracts

As we discussed in our previous conversation, we have been advised to change our corporation from an LLC to an S corporation. With that in mind we will appreciate your assistance in changing our current contract from Logan Air Services LLC to LE Aviation, Inc. We are also transferring the DBA Leading Edge Aviation to LE Aviation, Inc. Please let me know if you need any additional information from us.

Thank you again for your help.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott A Weaver". The signature is fluid and cursive, with a long horizontal line extending to the right.

Scott A Weaver
President