

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
MINUTES
SEPTEMBER 3, 2013

The Logan-Cache Airport Authority Board convened in a regular session on September 3, 2013 at 7:30 a.m. in the Cache County Historic Courthouse, County Council Chambers, 199 North Main, Logan, Utah.

ATTENDANCE

Members of the Airport Authority Board in Attendance:

John Kerr - Chairman
Gar Walton
Bill Francis
Val Potter
M. Lynn Lemon

Members of the Airport Authority Board Absent:

Mayor Randy Watts
Dean Quayle

Others in Attendance:

Lee Ivie - Airport Manager
Brady Hansen – Logan City Fire Department
Zan Murray - J-U-B Engineers, Inc.
Bryan Congdon - Harris Air
Kim Hall – Leading Edge Aviation
Stephen Blankenship – Mountain Ridge Helicopters
Mike Cannon – Mountain Ridge Helicopters
Aaron Dyches – Utah State University
Manuel Boltz – Utah State University
Janeen Allen

CALL TO ORDER

Chairman John Kerr called the meeting to order at 7:30 a.m.

REVIEW AND APPROVAL OF MINUTES

Kerr asked for a motion to approve the minutes of August 6, 2013.

ACTION: Motion was made by Francis and seconded by Potter to approve the minutes of August 6, 2013. The vote in favor was unanimous, 4-0 with 3 absent

ITEMS FOR DISCUSSION

Manager's Report – Lee Ivie (Attachment A)

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

7:34 a.m. – Lynn Lemon arrived

Open 2013 Budget – Electrical Repair and Restoration of Service to USU Maintenance Hangar

Kerr explained that a thirty-year-old buried cable was disturbed and the insulation compromised when the fiber optic line was installed at the USU hangar. When the area was backfilled, the cable became wet and arced, and then failed. The repair involved putting conduit from the block house to the hangar and the current budget does not have the funds to cover the \$4,000 repair cost. He asked for a motion to open the budget and add \$4,000 to the maintenance line from the reserve account to cover the cost of that repair.

ACTION: Motion was made by Francis and seconded by Potter to move \$4,000 from the reserve account to the maintenance line to cover the cost of the repair of the cable. The vote in favor was unanimous, 5-0 with 2 absent

Discussion of Lease Rate for Hangar D2

Kerr said there has been some discussion lately about the lease rates at the airport. There is a basic rate and a premium rate. The question concerns what constitutes an owner having to pay the premium lease rate rather than the basic lease rate. Kerr asked Francis to put together a committee to determine what level and types of service should require the premium lease rate and create a clear standard that the Airport Authority and all hangar owners can follow. Francis said he would follow-up with a committee.

Kerr said the Airport Authority Board discussed the Brad Wursten Hangar two months ago and said there was a question about whether it was approved by the FAA as 100' x 100' or '100 x 120'. Kerr continued that after the meeting, he emailed the Airport Authority Board members with the information that the Form 7460 from the FAA recognizes the 100' x 120' dimensions and the approved plans have it directly in line with the extreme edge of Las Vegas Air.

ACTION: Motion was made by Francis and seconded by Walton to approve the dimensions and location of the Brad Wursten Hangar. The vote in favor was unanimous, 5-0 with 2 absent

Committee Reports

Audit & Finance – Lynn Lemon

No report.

Operations Committee – Dean Quayle

No report.

Capital Improvements - Bill Francis

Francis said there are several projects currently. He has had several committee members move and is trying to get replacements for them. Kerr asked Francis to add to the list of projects the possible repair of the parking lot.

Economic Development / Public Relations – Gar Walton

Walton said there isn't anything right now more than the UAOA dinner and the ARFF truck public exposure.

Open Items

Lemon welcomed anyone interested to be part of the Finance Committee.

Mike Cannon, General Manager for Mountain Ridge Helicopters, addressed the board with a concern about the lack of drainage around the Mountain Ridge Hangar. He attributes the problem to debris that has been left from runway and construction work that has made it so the water pools around their hangar because there is no drainage outlet. Francis said that it is a major goal of his committee to get that fixed. The biggest obstacle is the clay soil that makes it extremely difficult to drain. He assured Cannon that he is working with engineering to solve the problem.

Next Meeting

The next meeting of the Airport Authority Board will be October 1, 2013 at 7:30 a.m.

Adjournment

The meeting was adjourned at 8:07 a.m.

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ATTACHMENT A



August 2013 Manager's Report

- **Airport Grounds and Maintenance.**

1. The pilot lounge sign on building FL6A has been replaced, and a no parking sign has been placed on the door where the fire truck is parked.
2. The key pad riser to the south gate going into the hangars that was damaged last winter has been repaired, and new concrete has been poured at the base of the stand.
3. Electricity has been restored to building FL10 and the section of electrical cables providing service to that building which lies beneath the pavement have been replaced and are now encased by conduit. Further discussion on this project will be on a separate agenda item.
4. The control module that supplies power to the lights on the north wind sock no longer works, and I 'm in the process of finding a replacement part. This module works off of power that is stored in a 12 volt battery from solar panels, and the local electrical outlets do not stock such items.
5. The final mowing operations are nearly completed for the summer, and the airport should be in good condition for the UAOA Conference that will be held next week. Once all mowing is finished we will store the mower in building FL6A and return the leased tractor to Valley Implement.

- **Upcoming Events.**

1. Leading Edge Aviation sponsors a fly-in and provides a breakfast every second Saturday of each month during the summer at the airport.
2. The UAOA fall conference will be held at Logan the first week of September. There will be a dinner and program at the airport for those attending that conference Thursday September 5th, and the remaining events for the conference will be held at the Riverwoods Conference Center the following day. The Logan-Cache Airport will be spotlighted, and a presentation will be part of the agenda for the conference on both days. On September 4th at 12:30 p.m. airport representatives from Logan will be meeting with FAA and UDOT associates to go over our capital improvement planning process.
3. Due to scheduling problems we have elected to enter the ARFF Vehicle into the USU Homecoming Parade for exposure rather than have the ribbon cutting ceremony as previously planned.

- **AIP Projects.**

1. The construction phase of FAA project # 3-49-0016-25 (Taxiway J) will commence on September 4, 2013. A pre-construction meeting was held on August 26th with associates from LeGrand Johnson Construction, Armstrong Consultants, and Airport Staff. The contractor will have thirty working calendar days from the time the work begins to complete the project without being assessed fees associated with the terms of the contract as they pertain to this matter.

2. On September 9th the construction phase of the Apron Preservation Project will begin. This is a State funded project and the estimated cost was \$75,000.00. The estimate from ASI came in at \$56,000.00 to complete the project. Since there is approximately \$19,000.00 of funding left I contacted UDOT Department of Aeronautics to find out if we could use this money to cover the costs of re-striping taxiways B & D as mandated by the FAA during the safety inspection in April. I have received the approval from the State of Utah to include this striping project as part of the scope of work for the State funded project.
3. Quest-Star Gas Co. will begin laying gas lines into the Northwest Hangar area in September.
4. The Wildlife Hazard Management Assessment is ongoing and will continue until the end of September.
5. We are still waiting on one pair of boots from LN Curtis & Sons to be delivered before I can submit the final request for reimbursement to the FAA and close out project #3-49-0016-23.

- **Annual Billing.**

All properties leased at the Logan-Cache have been billed with the exception of FL9 & 9A. This is the building and tower purchased by USU from M & M LLC. I have a letter of agreement from Utah State University to assume the charges assessed to M & M for property rent in 2013 to 2014 at a pro-rated amount covering the first three months of the term. After the 30th of September a new lease agreement is to be entered into between USU and the Airport Authority. The problem that we have now is the fact that the transaction between USU and M & M has not been finalized.