

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
MINUTES
OCTOBER 1, 2013

The Logan-Cache Airport Authority Board convened in a regular session on October 1, 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
Dean Quayle
Gar Walton
Bill Francis
Val Potter
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
Kirk Jensen – Logan City
Zan Murray - J-U-B Engineers, Inc.
Kim Hall – Leading Edge Aviation
Aaron Dyches – Utah State University
Manuel Boltz – Utah State University
Susan Crosbie – Utah State University
David Hartmann – Armstrong Consultants, Inc.
Dan Boston – Hangar Owner
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 September 3, 2013.

ACTION: Motion was made by Francis and seconded by Walton to approve the minutes of September 3, 2013. The vote in favor was unanimous, 5-0 with 2 absent

ITEMS FOR DISCUSSION

Manager's Report – Lee Ivie (Attachment A)

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

7:31 a.m. – Lynn Lemon arrived

7:32 a.m. – Val Potter arrived

1. Airport Grounds, Buildings, and Vehicle Maintenance

1. Ivie mentioned the approval by motion from the board at the last meeting to move \$4,000 from the reserve account to the maintenance line to cover the cost of the cable repair section that went under the pavement into the building. But he said that he was able to shift funds within the budget making it unnecessary to make the transfer. He thinks, however, that the budget may have to be opened and funds transferred to cover the second phase of the cable repair from the junction box to the transformer.
4. Ivie reported on the full-scale emergency exercise that was conducted at the airport this past weekend. He believed it went very well with over 60 volunteer victims from the university, a mock aircraft, a live burn, and participation from all emergency agencies including hospital, ambulance, fire departments, and police departments.

Video Presentation – *Legacy of the Logan-Cache Airport* – Bill Francis

Francis presented the video that he prepared and showed at the UAOA dinner that was held on September 5, 2013.

7:58 a.m. – Lynn Lemon left meeting

Presentation – Lease Rates – Bill Francis

Francis reported that after reviewing lease rates from about 20 airports, he concluded that there is no clear standard and that every airport has its own way of calculating the rates. He determined that for the Logan-Cache Airport, those hangars that are designated FL, or Flight Line, should be charged a premium rate because of better snow removal and better access. The other hangars should be charged the regular rate.

Kerr asked for a motion to refine the current lease policy to accommodate Francis' recommendation.

ACTION: Motion was made by Potter and seconded by Francis to modify the Logan-Cache Airport lease policy according to the recommendation above. The vote in favor was unanimous, 6-0 with 1 absent

Request from Scott Swenson to Assign Lease for Hangar C1 to Tim Taylor

Ivie said that the lease states that this request must be approved by the Airport Authority Board. Kerr asked Ivie to explain more about the hangar. Ivie said it is an older hangar located on the Flight Line just south of Francis' hangar. It has an old fuel tank and pump that have been abandoned for years.

ACTION: Motion was made by Watts and seconded by Walton to approve the assignment of the lease for Hangar C1 to Tim Taylor. The vote in favor was unanimous, 6-0 with 1 absent

Request for In-Place Fuel Tank Closure

Kerr invited Scott Swenson to address the board regarding the fuel tank and pump located at Hangar C1. Swenson stated that the fuel tank, though abandoned, is in compliance with all state and local regulations. He cited an agreement with the Utah Environmental Waste Board dated September 16, 2009 that declares that as long as the fuel tank is not used to store fuel, it may remain in place indefinitely. Swenson said that the state Environmental Department told him it would be more logical to have a Change of Use for the tank rather than an In-place Closure, thus allowing the option for it to be used again to store fuel at some future date. Swenson proposed that the board approve the Change of Use rather than In-place Closure. He also said he will donate the tank to the airport. Kerr asked Swenson to provide the airport with the compliance report for the tank when he receives it. Swenson said that in order to receive the compliance report, he must first get approval from the board to leave the tank in place. Kerr said he will take it under advisement and study the situation further.

Committee Reports

Audit & Finance – Lynn Lemon

No report.

Operations Committee – Dean Quayle

Quayle said he and Francis have both reviewed the Rules and Regulations and he hopes to have something by the next meeting.

Capital Improvements - Bill Francis

No report.

Economic Development / Public Relations – Gar Walton

Walton said the UAOA meetings were very successful in bringing members of the Logan City and Cache County councils together and sharing a lot of information on the importance of the airport to the community. There was good coverage in the newspaper.

Open Items

David Hartmann from Armstrong Consultants reported that despite the situation with the federal government, the FAA is still in operation and running.

Watts reported that the 10th West and 2500 North project will be completed the second week of November.

Chief Peterson said he will give a full report of the full-scale emergency exercise at the next meeting of the Airport Authority Board.

Next Meeting

The next meeting of the Airport Authority Board will be November 5, 2013 at 7:30 a.m.

Adjournment

The meeting was adjourned at 8:15 a.m.

ATTACHMENT A



September 2013 Manager's Report

1. Airport Grounds, Buildings, and Vehicle Maintenance.

1. We are still experiencing power outage to building FL10. The new power line to that building that runs under the pavement is fine, but the old power line that runs from the pavement to the transformer has failed. This portion of line is direct buried, and we will need to replace this old line and run conduit from the junction box at the edge of pavement to the transformer. I'm in the process of obtaining bids for this project.
2. The sunlight charge controller that supplies power to the lights on the north wind sock has been ordered, and hopefully the 12 volt battery for that windsock is still good. The old controller burned a hole in the top of the battery when it malfunctioned.
3. Due to the recent rainfall there are a few areas that need to be mowed along the edges of the runway and taxiways. The ground will have to dry some before we can get the tractor off of the pavement. Once all mowing is finished we will store the mower in building FL6A and return the leased tractor to Valley Implement.
4. Radio Equipment for an Emergency Command Post has been installed in building FL6A next to the ARFF Vehicle.
5. The GMC pick-up and the Jeep Cherokee are both running rough and will need to have a tune-up; additionally the GMC pick-up will need a new set of tires before winter.
6. Delivery of the 10 wheel truck and plow from the City of Logan should be about mid-October. As soon as that vehicle is delivered radio equipment needs to be installed in it and the Snow Blower. Training for snow removal personnel from both the city and the county will also take place in October.

2. 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.

3. AIP Projects.

1. FAA project # 3-49-0016-25 (Taxiway J): The construction portion of this project is about 50% completed. Because of the rain that we received in September, there were several days that Johnson Construction had to pull off of the job. We are still working out the details to the drainage issues associated with this project and the hangars adjacent to the taxiway. A four inch conduit was installed under the sub-base at the north end of the taxiway to allow Queststar Gas Co. a means to run the gas line extension to the west side of the taxiway. When we tried to run a conduit under the sub-base at the south end of the taxiway for power lines we encountered sub-water. Logan City Power elected to abandon that installation, and they will bore under the pavement once the taxiway is finished.
2. UDOT project # 139654 (South Apron Pavement Preservation): This project has been completed, and a request for reimbursement has been sent to the Division of Aeronautics. We

were able to add the striping of the taxiways to this project, and we still came in under the estimated cost of \$75,000.00. The total cost of this project was \$73,604.01, and our share of this cost is \$7,360.01.

3. FAA project # 3-49-0016-23 (ARFF Vehicle): All invoices for the special equipment from L.N. Curtis has been submitted for reimbursement, and as soon as Armstrong Consultants sends me a 271 form that accounts for 10% of funds that was retained until the completion of the project, I will submit that amount for reimbursement and this project can be closed out.
4. FAA project # 3-49-0016-24 (Wildlife Hazard Management Assessment): There will be two final observations conducted by the biologist in October, and a plan drafted prior to closing out this project.

4. Annual Billing.

As a follow up to the report last month, a new property lease between USU and the airport authority has been signed for buildings FL9 and FL9A. This is our standard 2% lease at a rate of \$.22 per square feet. The university elected not to purchase the self-serve fuel farm from M & M LLC, so we will have to address that property lease with M & M.

5. Hangar Construction.

1. Brad and Jerry Wursten's hangar is nearly completed.
2. Both Janos Lakatos and Jeff Jackson have received approval from the FAA for the construction of their respective hangars, and are awaiting building permits.