

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
MINUTES
FEBRUARY 5, 2014

The Logan-Cache Airport Authority Board convened in a regular session on February 5, 2014 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
Mayor H. Craig Petersen
Jeannie F. Simmonds
Gar Walton
Val K. Potter
Bill Francis
M. Lynn Lemon

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
Kim R. Hall – Leading Edge Aviation
Scott Weaver – Leading Edge Aviation
Zak Loosle – Utah Jet Center
Kris Miller – Utah Jet Center
Craig Thornley – Utah Jet Center
Manuel Boltz – Utah State University
Susan Crosbie – Utah State University
Aaron Dyches – Utah State University
Matt Bunnell – Utah State University
Zan Murray – J-U-B Engineers
John Manee – Armstrong Consultants, Inc.
Janeen Allen

CALL TO ORDER

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

ITEMS OF BUSINESS

Approval of Minutes

Kerr asked for a motion to approve the minutes of December 3, 2013.

ACTION: Motion was made by Walton and seconded by Francis to approve the minutes of December 3, 2013. The vote in favor was unanimous, 7-0

ITEMS FOR DISCUSSION

Kerr noted that the Airport Manager was picking up the consulting engineers at the airport who were delayed in arriving, so he would not be able to give his report.

Kerr also noted that the agenda item on Disposition of Self-Fueling Equipment and Tanks had been asked to be removed by the applicants while they consider their options.

Application for Special Aviation Operation – Chartered Ground Service Provider Utah Jet Center

Kerr invited Zak Loosle to address the board members concerning the request from Utah Jet Center. Loosle said that Utah Jet Center wishes to continue to provide the ground service for the large chartered aircraft as they have been for the past several years. In particular, they wish to provide ground service for the USU football team, as well as the opposing football teams. He added that the company has the equipment and the know-how necessary to provide the service and requested that the board permit them to continue to do so. He noted that USU has given permission for Utah Jet Center to continue to use their facility as they have been doing in the past.

Kerr asked Loosle if Utah Jet Center has a formal application to submit to the Airport Authority Board. Loosle said that the request has only been given as an email to the airport manager. Kerr said that the Minimum Standards document requires a formal application to be submitted to the Airport Authority Board in order for the request to be considered and there are a number of items which must be included in the application. He asked Loosle to formalize the request and submit it prior to the next Airport Authority board meeting.

Lemon asked Kerr if the Minimum Standards includes a provision for a Special Aviation Operation without being an FBO. Kerr replied that the Minimum Standards refers to "Aviation Services" in the general sense, and it is up to the Authority Board to determine if the request falls within that general definition or if other provisions need to be made.

Francis said that there should be a formal request submitted from the university along with the one from Utah Jet Center so to avoid any future conflict between the entities.

Open Items (Attachment A)

Kerr said that for several years, there has been an effort to include the airport overlay zone in the individual zoning ordinances of the communities surrounding the airport. Logan City and North Logan City were the first to do so. They were followed by Smithfield City a couple years ago. Due to the continued efforts of Val Potter and Lynn Lemon, Hyde Park City has now signed the agreement and the airport overlay protection zone is now included in the zoning ordinances of all the surrounding municipalities directly affected by the Logan-Cache Airport.

Committee Reports**Audit & Finance – Lynn Lemon**

Lemon said the committee hasn't met since the last meeting. Kerr confirmed that the budget was approved by the county council. Lemon noted that some major repairs were needed on the truck purchased from Logan City last year. The airport paid as much of the repair costs as it could out of the 2013 budget, but about \$8,000 remain to be paid out of the 2014 budget.

Operations Committee

No report.

Capital Improvements - Bill Francis

Francis said they will be inspecting the taxiway shortly with Armstrong Consultants as final step for that project.

Economic Development / Public Relations – Gar Walton

Walton said it appears the airport will not be getting the B-17 this year, but hopes by the end of this month to know if the navy will be coming to do some testing of the Osprey.

Manager's Report – Lee Ivie (Attachment B)

Kerr asked Potter to read the Manager's Report in Ivie's absence which he did. The report is a part of these minutes as Attachment B.

7:48 a.m. – Lee Ivie arrived

Ivie added to his report that there has been some discussion about having an auto show at the airport in conjunction with the July 24th celebration. He will have more details later. He also noted that the Part 139 inspection will take place the last week of February.

Next Meeting

The next meeting of the Airport Authority Board will be Wednesday, March 5, 2014 at 7:30 a.m.

Adjournment

The meeting was adjourned at 7:51 a.m.

ATTACHMENT A

Memorandum of Agreement (MOA)

This agreement is between Cache County, Logan-Cache Airport Authority Board and Hyde Park City made on August 16, 2013.

This Memorandum of Agreement (hereafter "MOA") establishes Hyde Park City's Right of Access on 4200.

Hyde Park City has been granted a Right of Way on 4200 North as outlined in the Grant of Easement and a letter from the Cache County Attorney (attachment 1). In the event that the airport runway expands through Hyde Park City causing 4200 North to be closed, Cache County and the Logan-Cache Airport Authority Board agrees to provide the following

Cache County and Logan-Cache airport Authority shall:

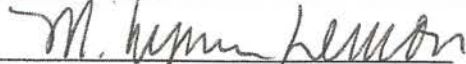
- Provide an alternate route or replacement road to mitigate the inconvenience, consequences and damages caused by closing 4200 North.
- Discuss any growth or expansion that would be within the projected "footprint" of Hyde Park City in a City Council forum.

Hyde Park City shall:

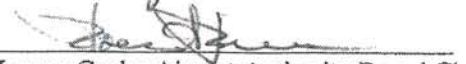
- Approve the Airport Overlay

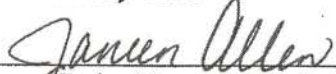
In witness whereof, the parties hereto have caused this MOA to be executed as of the day and year listed above. Either party to this agreement may terminate this agreement by giving the other party thirty days in advance notice in writing.

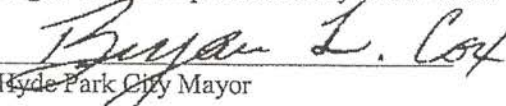
Approved By:

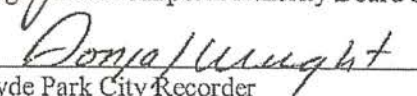

Cache County Executive


Cache County Clerk


Logan-Cache Airport Authority Board Chair


Logan-Cache Airport Authority Board Secretary


Hyde Park City Mayor


Hyde Park City Recorder

CACHE COUNTY ATTORNEY

James M. Swink
Cache County Attorney

Donald G. Linton
Chief Deputy

Tony C. Baird
Chief Prosecutor



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Barbara K. Lachmar
Spencer D. Walsh
Andrew E. McAdams
Jacob C. Gordon
Denise Ciebien
Daniel V. Major
Deputy County Attorneys

Terryl Warner
Jenny Nielsen
Joan Liquin
Victim Advocates

May 29, 2013

Mayor Bryan Cox
P.O. Box 489
113 East Center
Hyde Park City, UT 84318

RE: Easement

Dear Mayor Cox,

I have reviewed your request for a right-of-way rather than an easement that you've already been granted. Said easement represents a utilities easement in the general location as described in the utilities agreement that is in your possession. It is the opinion of this office that there is no reason to rewrite the documents because your utilities easement is a right-of-way.

Donald G. Linton
Chief Deputy County Attorney

DL:kp
CC: Lynn Lemon
Val Potter

AGREEMENT

Hyde Park City & Logan/Cache Airport Authority

It is deemed to be in the best interest of Hyde Park City and Logan/Cache Airport Authority to resolve issues surrounding the development of the Logan/Cache Airport and provide for mitigation of impact related to the expansion of the airport. Community relations will be strengthened and the common goal of improving the airport can be achieved by agreeing as follows:

1. Utility /Ingress-Egress Easements: Logan/Cache Airport Authority hereby agrees to grant necessary easements for the extension of underground utilities such as gas, sewer, water, power, communications, storm water, and ingress-egress easements across airport lands at mutually convenient locations north of the paved runway. The utility easements will facilitate Hyde Parks' ability to service future development in areas west of the runway. Any such easements or rights-of-way shall be placed in appropriate locations that will provide for the most efficient and cost effective routing while at the same time will not encumber airport operations. The Airport Authority is not obligated to obtain or provide for easements on property outside Airport Authority lands. Ingress-egress easements will be located on the existing 4200 North roadway and will extend for the full width of the roadway right-of-way.
2. Through the Fence Access: Where allowed by Federal Aviation Administration (FAA) regulations applicable to access to runways, and where a through the fence agreement is approved by the FAA, property owners adjoining the runway will have reasonable access to the airport facilities along the frontage of the runway commonly referred to as "through the fence" access. To the extent it can provide such approval, Airport Authority consent of through the fence access will not be unreasonably withheld. Reasonable through the fence fees will be charged in accordance with applicable established rates and charges.
3. Appropriate Airport Zoning: Hyde Park City will adopt appropriate zoning regulations for lands surrounding the expanded airport as industrial/commercial. To the extent practicable, Hyde Park will adopt reasonable airport zoning restrictions including height restrictions as may exist now and in the future in the areas surrounding the airport runways to conform to Federal Aviation Regulations Part 79 airspace surfaces.

4. No Protest Agreement: In a separate agreement between the City of Logan and Hyde Park City, both cities have entered into a boundary agreement. Upon adoption and execution of the Boundary Agreement by both cities, Hyde Park will request that the current annexation petition represented by Robert Balls, be revised to include areas on the east and/or north side of the airport runway. Areas west of the expanded runway and north of 4200 North will be shown to be in Hyde Park in the future consistent with the boundary agreements between Hyde Park City and Smithfield, and Hyde Park City and the City of Logan. Logan/Cache Airport Authority hereby agrees not to file protests on any annexation petitions that are the subject of this agreement so long as such annexation petitions are consistent with this agreement and the laws of the state of Utah.

5. Notice: Any notices required to be given shall be given to the parties in writing to the following offices:

HYDE PARK CITY

MAYOR, HYDE PARK CITY

113 East Hyde Park Lane

Hyde Park, Utah 84318

CACHE COUNTY

AIRPORT AUTHORITY

120 North 100 West

Logan, Utah 84321

In the event of any change of address or offices to be notified hereunder, each party shall be responsible to advise the other parties in writing of such changes.

6. Governing Law: This agreement shall be construed and governed by the laws of the State of Utah.

IN WITNESS WHEREOF, the parties hereto have executed two copies of this Agreement, each of which will be deemed an original, on the 31st day of December, 2001

HYDE PARK CITY

By: _____

Mark E. Daines
Mark E. Daines

Attest: _____

Judy G. Hawkins
Hyde Park City Recorder

AIRPORT AUTHORITY

By: _____

Sarah Ann Skanchy
Sarah Ann Skanchy

Attest: _____

Patricia L. Dain
Recorder Secretary

ATTACHMENT B



January 2014 Manager's Report

1. Airport Grounds, Buildings, and Vehicle Maintenance.

1. The ten wheel dump truck recently purchased from the city for snow removal operations spun a bearing on the crank shaft the fourth time we plowed snow. Once the engine was pulled and we could assess the damages, a rebuild of the engine was necessary. We also noticed that the clutch needed to be replaced, and the fly wheel resurfaced. Estimated expenses were around \$19,000.00. I was able to shift excess funds from different line items of last year's budget to cover most of these costs.
2. We've had some problems with the operator on the south gate. From time to time the gate will not close once it times out after being opened. Apparently the cold weather has something to do with this because it will remain open until it warms up during the day, and then close on its own. Additionally the radio control unit for the remote controllers had to be replaced.
3. All electrical repair items on building FL10 were made, and the building will now meet the standards of the state electrical code.

2. Snow and Ice Removal Operations.

1. The airport has had snow removal operation for seven different storms thus far this year.
2. We received shipment on the new box blade that will be used in the hangar area the second week of January. That item was ordered in November so the expense will come out of the 2013 budget.

3. 139 Safety Inspections.

We will have a different inspector from the Seattle FAA office assigned to our airport this year. I received a phone call from that office in mid-January, and we are tentatively scheduled for the second week of February. At the present time I don't have a specific date.

AIP Projects.

1. **FAA project # 3-49-0016-25 (Taxiway J):** The construction phase of this project has been completed. We are trying to set a date when the final inspection can be completed. Two items that need to be address during that inspection are: 1) shoulder work along the access road, and 2) concrete collars around the water valve and sewer vault boxes. After the final inspection has been completed, and items on the punch list have been taken care of, I can submit a request for reimbursement to the FAA for the 10% dollar amount that they require to be retained prior to closing out the project. At this time we can also charge for liquidated damages on the eighteen days that the sponsor and the contractor agreed would be assesses for days that the project went over the initial contract.

2. FAA project # 3-49-0016-24 (Wildlife Hazard Management Assessment): The observation phase of this project has been completed, and now we are waiting on Creamer & Noble to submit a wildlife management plan to the Airport Authority. So far seven draw-downs have been made on this grant.

4. Hangar Construction.

1. The construction of Brad and Jerry Wursten's hangar is finished, and the fence between that building and the Mountain Ridge Helicopters Hangar has been replaced.
2. Construction of the Janos Lakotos hangar is nearly complete, and he has entered into a lease agreement with the airport authority for this property.