

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
FEBRUARY 4, 2015
MINUTES

The Logan-Cache Airport Authority Board convened in a regular session on February 4, 2015 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
Craig W Buttars – Cache County Executive
Val K. Potter – Cache County Council
H. Craig Petersen – Logan City Mayor
Gar Walton
Bill Francis

Members of the Airport Authority Board Absent:

Jeannie F. Simmonds – Logan City Council

Also in Attendance:

Lee Ivie - Airport Manager
Aaron Dyches – Utah State University
Matt Bunnell – Utah State University
Susan Crosbie – Utah State University
Andreas Wesemann – Utah State University
Desirée Malan – Utah State University
MaKena Schevenius – Utah State University
Kim R. Hall – Leading Edge Aviation
Bryan Congdon – Harris Air
David Hartmann – Armstrong Consultants
Jeff Peterson – Logan City Fire Department
Brady Hansen – Logan City Fire Department
Zan Murray – J-U-B Engineers
Shannon Nielsen – Herald Journal
Wade Campbell – C&C Ranch
Dave Kerr – Parker Real Estate
Janeen Allen

CALL TO ORDER

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

ITEMS OF BUSINESS

Approval of Minutes

ACTION: Motion was made by Walton and seconded by Francis to approve the minutes of December 3, 2014. The vote in favor was unanimous, 5-0 with 2 absent

ITEMS FOR DISCUSSION

Manager's Report – Lee Ivie (Attachments A)

Ivie presented his report which is part of these minutes as "Attachment A." Also included in "Attachment A" are the results of the annual Part 139 Certification Inspection.

7:33 a.m. – Mayor Petersen Arrived

Kerr asked Ivie to update the board members on the sale of Hangar FL-10 to Utah State University. Ivie reported that the transaction is now complete. The Airport Authority received a check from the university in the amount of roughly \$173,000.00. The original negotiated amount was \$180,000.00 but the university and Airport Authority split the closing costs amounting to about \$14,000.00. Kerr added that most of the amount discounted was reimbursement for the balance of the lease on the building that USU had prepaid.

Proposal for Lease of Pastureland Property Owned by Airport Authority (Attachment B)

Ivie referred to the proposal submitted by Dianne and Wade Campbell to lease roughly 29 acres of land owned by the Airport Authority for the purpose of grazing cattle. It is part of these minutes as "Attachment B." The proposal is for a five-year lease at \$900.00 per year. Ivie noted that he could not find any written record of previous or current leases on that land. He believed, however, that there was a verbal agreement to lease the land to Lynn James for \$1.00 per year for a period of about ten years.

ACTION: Motion was made by Francis and seconded by Executive Buttars to approve the lease on parcel 04-026-0005. The vote in favor was unanimous, 6-0 with 1 absent

Ivie said he would draft the lease agreement and notify the Campbells that it has been approved.

Proposal for 5K Run at Airport in Conjunction with Summer Community Day Open House (Attachment C)

Matt Bunnell from USU, along with Desirée Malan and MaKena Schevenius presented a proposal to hold a 5K Run at the airport in conjunction with the Community Day on July 18, 2015 to support their flight team which goes to competitions every Fall. A Powerpoint presentation was shown which is part of these minutes as "Attachment C."

The financial goal is to raise \$5,000 which they estimated to be 250 participants at \$20 per

person. Possible routes were also presented.

Kerr stated that he knows the airport cannot be used for for-profit events because it is federally funded. However, he wondered if there are restrictions in using it for a non-profit event. David Hartman from Armstrong Consultants responded that he believes the event will receive FAA approval because it is non-profit and the purpose is to raise money to support the USU aviation team. He also stressed that neither of the proposed routes would shut down the main runway. He concluded saying he can't speak for the FAA but thinks that it would be approved.

Some discussion followed regarding the use of runways and possible parking issues surrounding the event. Kerr asked Bunnell to produce a written proposal that can be submitted to the ADO using runway 5/23 and Taxiway Charlie as a possible run route in addition to the two already presented.

Committee Reports

Audit & Finance – Craig Buttars

No report.

Operations Committee

No report.

Capital Improvements - Bill Francis

Francis said that the Airport Authority Board should look at the RPZ on the south side of the runway and make sure no more property is sold. He said that it is in the Master Plan to buy those parcels in that zone, but noted that one has already been sold. He doesn't want to see any more encroachment into that zone.

ACTION: Motion was made by Francis and seconded by Potter to authorize Armstrong Consultants to conduct a study to determine how much property should be acquired and the costs involved in extending the RPZ on the south side of the airport

DISCUSSION ON MOTION: Kerr asked Hartmann what property is considered in the RPZ. Hartmann said the RPZ extends 1900 feet off the end of each runway. He added that at this time the airport owns enough property in that zone to meet the current classification of the airport. He said it's a matter of where the Authority wants to draw the line. It meets current standards for its classification, but a study might help determine what would be best for future development of the airport.

The vote in favor was unanimous, 6-0 with 1 absent

Economic Development / Public Relations – Gar Walton

Walton said his committee will be meeting today to continue planning and making arrangements for the Open House on July 18, 2015.

Open Items

Kim Hall of Leading Edge Aviation proposed sponsoring a glider camp the first week of August 2015. He is still checking to see if the Osprey is scheduled to come this summer.

ACTION: Motion was made by Potter and seconded by Francis to accept the proposal from Leading Edge Aviation to sponsor a Glider Camp in August 2015. The vote in favor was unanimous, 6-0 with 1 absent

Next Meeting

The next meeting of the Airport Authority Board will be Wednesday, March 4, 2015 at 7:30 a.m.

Adjournment

The meeting adjourned at 8:17 a.m.

**LOGAN – CACHE AIRPORT AUTHORITY BOARD
FEBRUARY 4, 2015**

ATTACHMENT A



January 2015 Manager's Report

1. Airport Grounds, Buildings, and Vehicle Maintenance.

- 1. We are still trouble shooting several maintenance items on the snow blower that was purchased from the Ogden Airport. The main plow blade along with the skid shoes will need to be replaced, and the chain that goes around the gears that drives the augers had to be adjusted. These problems were related because the chain around the gears loosens due to the rotary head of the machine setting to low, and allowing the auger blades to rub on the paved surface when operating. Some of the gear boxes were low on ninety weight oil, and the new tire that was mounted to the rear driver's side of the tractor unit has a leak and will need to be repaired.**
- 2. The old Auto Car 10 wheel truck will probably need to be scraped out this spring because of significant mechanical problems with the hydraulics and the drive train of the vehicle. This truck is very old and the frame and entire body of the truck has rusted to the point that it is not practical to invest any money into the vehicle.**
- 3. Some ruts along taxiway bravo need to be filled in where the plow trucks got off of the paved surface during snow removal operations. The areas of most concern are 1) east of the taxiway where bravo and delta meet, and 2) the south end of the taxiway where it joins alpha 1.**

2. Current AIP Projects.

- 1. FAA project # 3-49-0016-26 (High Intensity Runway Lights/PAPIs). The construction phase of this project has been completed. The PAPI(s) on both ends of the runway still need to be flight checked. A contract with the FAA division in Oklahoma City has been entered into, and as soon as they receive payment for their service the flight check can be scheduled. The advance payment made was \$12,332.04 and 95% of this amount is eligible for reimbursement. As soon as this flight check has been completed and everything checks out, the PAPI(S) can be put into service. After that has been completed and Cache Valley Electric runs the wire from the regulator into the meg test panel, the only items left on this project will be e-invoicing and closeout issues.**

3 Winter Ops.

So far this winter management has initiated snow removal operations five times. Presently the airport has no snow on the ground except at the end of the main ramp where it was piled during plowing ops.

4. **139 Safety Inspection.**

A report of the 139 Safety Inspection has been added to this Manager's report. Please reference that report for further discussion.

5. **Aircraft Incidents**

In both the month of December and January there was an incident where an aircraft was unable to successfully land at the airport without sustaining damage to the aircraft. Fortunately in both events there was no bodily harm to the passengers of the aircraft. On December 23, 2014 a single engine Mooney made two attempts to land on Runway 35, both times losing control of the aircraft. The first attempt the pilot was able to traverse across the east safety area of the runway and get the aircraft airborne, but on the second attempt to land the pilot once again lost control of the aircraft, struck a runway light on the east side of the runway, and rolled out onto the safety area until the aircraft came to a stop near the east wildlife fence adjacent to the rail road tracks. There were three passengers in that aircraft. On January 20, 2015 a student in the USU pilot training program had a gear up landing in a single engine Piper Arrow. This also happen on runway 35. The aircraft came to a stop on the east edge of the pavement. Once a report was filed with the FAA and clearance was given to remove the aircraft, the aircraft was jacked up and the landing gear was lowered. The aircraft was then towed to hangar FL 10. In both instances the damages to the aircraft were reduced by the safety areas being free of obstructions (mainly no snow banks along the edge of the runway).

LOGAN – CACHE AIRPORT AUTHORITY BOARD
FEBRUARY 4, 2015

ATTACHMENT B

Dianne K. and Wade C. Campbell
69 E. 100 N.
Smithfield, UT 84335

435-764-8597 (wade)
435-225-7007 (Dianne)

We would like to set up at least a yearly, but preferably 5 year, lease of the roughly 29 acres of airport property for use as a grazing pasture for our cattle.

We would maintain fences and gates on the pasture boundaries as well as conduct weed control and use seeding and mowing of the property to enhance the growth potential of the pasture ground.

We would propose paying \$900/yr for the pasture lease. This amount is to be paid every year the lease is active with payment made by May 1st of that year.

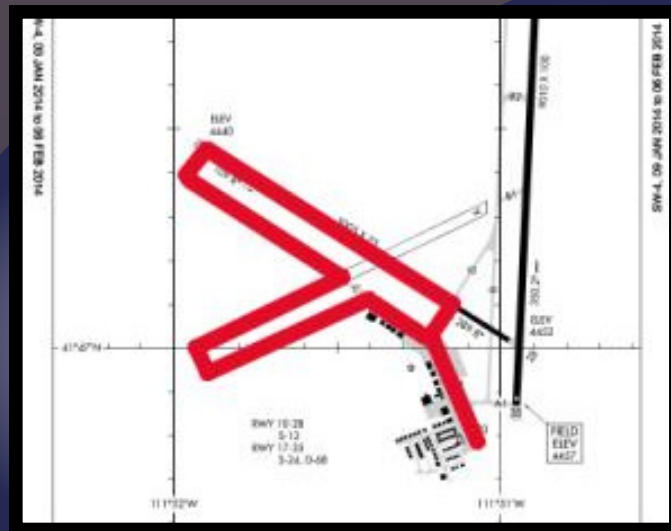
Cattle would be on the property from about mid-May to mid-October (5 months) of the year.

ATTACHMENT C

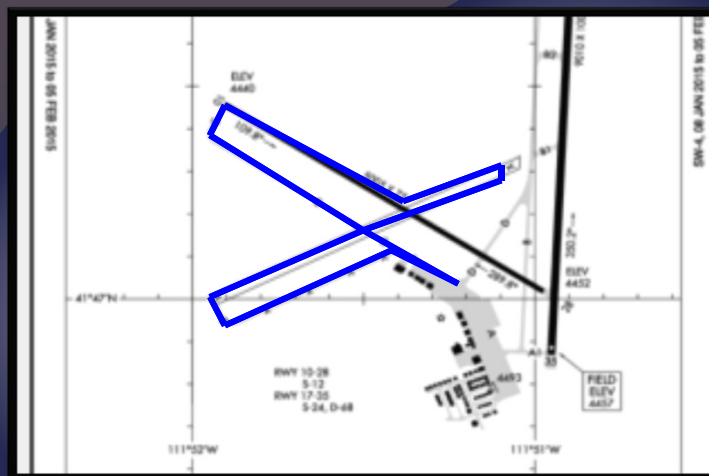


5K Runway Run

- ⌘ July 18, 2015 during airport open house
- ⌘ Fundraiser for USU NIFA Team
- ⌘ Financial Goals: \$5,000
- ⌘ Estimated number of people: 250 at \$20 per person
- ⌘ Race Schedule: Start time 7:00-7:30 a.m. Finish 9:00 a.m.



Route Options



Route Options