

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
JULY 1, 2015
MINUTES

The Logan-Cache Airport Authority Board convened in a regular session on July 1, 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
Jeannie F. Simmonds – Logan City Council
Bill Francis

Members of the Airport Authority Board Absent:

Gar Walton

Also in Attendance:

Lee Ivie - Airport Manager
Matt Bunnell – Utah State University
Susan Crosbie – Utah State University
Brady Hansen – Logan City Fire Department
Bryan Congdon – Harris Air
Scott Weaver – Leading Edge Aviation
Stephen Blankenship – Mountain Ridge Helicopters
Kimberly Silvester – J-U-B Engineers, Inc.
Clayton Gefre – Herald Journal
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 Potter and seconded by Francis to approve the minutes of April 1, 2015. 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 part of these minutes as "Attachment A."

7:41 a.m. – Mayor Craig Petersen arrived

Taxiways D, E, F Project Reimbursement

Ivie said that the reimbursement of funds for the project to construct Taxiways D, E, and F in the old hangar area could not be reimbursed until it was a part of the AIP and FAA approved. \$150,000 has now been requested for reimbursement. The state may or may not contribute 5% of the cost. Ivie will contact Matt Swapp from the State to discuss it.

Ivie reported an incident of a tractor and baler fire in which the farmer was lucky to escape without injury. This sparked some discussion on emergency procedures for incidents on airport grounds. Hansen said the incident provides reason to have a refresher training course on proper emergency procedures. Francis cautioned that emergency personnel need to be trained when responding in the movement area. Ivie added that there are always seem to be personnel who assume they have authority to be in the movement area when they really don't. Kerr said that the procedures identify the incident manager to be the Airport Manager until the fire department arrives. He continued saying that the incident manager should manage rather than work the scene. Ivie noted that they attend annual emergency training. However, Kerr said that won't cover new hires that start during the year after the training. Hansen said that even though law enforcement responded first, there could have been better management from the fire department when they arrived in removing non-essential personnel from the scene.

Review of Open House Plans – Matt Bunnell (Attachment B)

Bunnell said the Open House is just two weeks out and preparations are going well. The website is up and running to promote the event. It can be accessed at LoganCacheAirport.com. He showed the website and also presented a flyer with the event agenda. The flyer is a part of these minutes as "Attachment B." Bunnell went over each of the events for the Open House.

Northwest Field Drain Extension – Bill Francis

Francis said 700 feet of pipe has been installed. There was an artesian well discovered in this process. Francis will look into the right of that water with the possibility of using it in the future for the airport. This project is working very well and is effectively draining and drying out the area. He believes the true test will come when the new hangars are built to see if the ground drainage

is working properly.

Taxiways D, E, F Project Reimbursement – Lee Ivie

Discussed earlier in the meeting during the Manager's Report

Committee Reports

Audit & Finance – Craig Buttars

No report

Operations Committee

No report

Capital Improvements - Bill Francis

No report

Economic Development / Public Relations – Gar Walton

No report

Open Items

Kerr said a question has been raised about the addition of a 911 fee and storm water management service fee added to the utility charges for hangar owners. Mayor Petersen addressed this by saying the 911 service and storm water services are countywide services provided by Logan City. In order for the funding to cover all people who have access to the services, it has been attached to the waste collection portion of all utility bills.

Next Meeting

August 5, 2015 at 7:30 a.m.

Adjournment

The meeting adjourned at 8:06 a.m.

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ATTACHMENT A



June 2015 Manager's Report

1. Airport Grounds, Buildings, and Vehicle Maintenance.

1. Mowing operations have finally commenced once the grounds dried out enough to get equipment out on the unpaved surfaces. We anticipate the first cutting of grass to be completed by July 3rd.
2. LeGrand Johnson Construction has finished the installation of the drainage system west of Taxiway Juliet, and Logan City Power has laid conduit under the taxiway for power to service the building in this area. Once corner markings for future hangars are set Logan Power will finish laying power lines and the area will be ready for the construction of the two hangars scheduled to be built this year. Armstrong Engineers will set these corner stakes when they do the survey work for the Runway 10/28 project.
3. The Jeep Cherokee had a new fuel pump installed and several electrical components changed due to the vehicle not running well.
4. The two module units that USU used for training facilities were sold to ASI Inc. These building will not be moved prior the annual billing of leased airport property. I've contacted ASI and notified them that a monthly property rent will be assessed for the time that the buildings remain at the airport.

2. Current AIP Projects.

1. **FAA project # 3-49-0016-26 (High Intensity Runway Lights/PAPIs).** The close documents for this project have been submitted to the FAA and the final e-invoice request for reimbursement has been entered into the system. I'm waiting to receive the letter from the Denver ADO stating that this project is closed out.
2. **FAA project 3-49-0016-027 (Construct Taxilane E, Phase II.** A grant agreement between the FAA and the Airport Authority has been entered into that will allow for reimbursement of \$150,000.00 that was paid by the Airport Authority on a previous project that was eligible for federal funding.

3. Airport Property & Land Leases.

The annual billing for airport property leases has been submitted to the county finance department. They will send the bills out in July. Approximately \$59,000.00 will be received in property leases this year. (This amount could be increased by about \$2,500.00 with the completion of the two hangars being built this year.)

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ATTACHMENT B



Celebration of Flight 2015

SCHEDULE OF EVENTS

RUN THE RUNWAY 5K	RUN STARTS AT 7 MUST BE DONE BY 9	7:00-9:00 AM
DOORS OPEN		10:00 AM
OPENING CEREMONY	SKYDIVE OGDEN	10:20 AM
T-6 LOW LEVEL DEMONSTRATION	BARRY HANCOCK	10:35 AM
KEYNOTE SPEAKER	MARK PATEY TRANSCONTINENTAL WORLD SPEED RECORD HOLDER	11:00 AM
AEROBATICS DEMONSTRATION	CACHE VALLEY'S OWN BRAD WURSTEN	11:45 AM
ARF TRUCK DEMONSTRATION	LOGAN CACHE AIRPORT	12:30 PM
AEROBATICS DEMONSTRATION	DAVE ERIKSON	1:00 PM
AEROBATICS DEMONSTRATION	CACHE VALLEY'S OWN BRAD WURSTEN	1:30 PM
OPEN HOUSE CLOSING		2:00 PM

SPONSORS:



Celebration of Flight 2015



***Join us at the Logan-Cache Airport
in celebrating the thrill of aviation!
Saturday, July 18th***

Run the Runway 5k at 7:30 a.m.

see <http://runtherunway2015.weebly.com/> for details

Airport Open House 10 a.m. - 2 p.m.

- Skydivers
- Aerobatics Performance
- Airplane Rides
- Aircraft Displays, including the Commemorative Air Force
- Food and Refreshment
- Bounce House for the Kids
- And Much More!!!

For more info please visit
www.logancacheairport.com



Don't miss out on this year's Celebration of Flight!

