

**LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
APRIL 3, 2025**

DRAFT MINUTES

The Logan-Cache Airport Authority Board convened in a regular session on Thursday April 3, 2025 at 8:30 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 – Vice Chair – At large appointment by Airport Authority Board
Brett Hugie – At large appointment by Logan City
Mayor Holly Daines – Logan City Mayor
Jeannie F. Simmonds – Logan City Council – At large appointment by Logan City
Shawn Milne – Director of Regional Economic Development – Ex-officio Advisory Member

Members of the Airport Authority Board Absent:

David Zook – Chair -- Cache County Executive
Keegan Garrity – Cache County Council – At large appointment by Cache County
Ryan Snow – At large appointment by Cache County
Kirk Jensen – Logan City Economic Development Director – Ex-officio Advisory Member

Also in Attendance:

Bob Low – Airport Manager
Robert Stephens – Logan City Fire Department
Judd Hill – Lochner Engineering
John Michener – J-U-B Engineers
Baron Wesemann – USU Aviation
Tyler Knudsen - USU
Scott Weaver – Leading Edge Aviation
Kim Hall
Robert Kidd
Joe Bates
Brad Wursten
Andrew Erickson – County Council Staff
Janeen Allen – Minutes

1. CALL TO ORDER

Vice Chair, John Kerr, called the meeting to order at 8:30 a.m. and noted Chair Zook's absence.

2. ACTION ITEMS

a. APPROVAL OF MINUTES – March 13, 2025

Minutes from the March 13, 2025 meeting were not fully distributed, so the Board will approve them at the next meeting on May 1, 2025.

3. MANAGER REPORT

Bob Low reported that they are in the middle of hangar inspections that were started April 1st. They would like to have them completed by April 14th. Inspections include fire extinguisher checks, proper setup of electrical panels, and compliance with lease agreements.

Bennett's Glass, the original vendor for the tower repair glass, has backed out due to how the glass was to be installed. However, Gordon's Glass has offered to provide and install the glass for \$39,000 which is \$7,000 above the original bid, but still below the grant amount of \$48,000. The glass will be a tinted plexiglass.

ACTION: Motion was made by Mayor Holly Daines and seconded by Jeannie Simmonds to proceed with the installation of tinted glass on the tower. The vote in favor was unanimous, 4-0 (David Zook, Keegan Garrity, and Ryan Snow absent for vote)

Efforts to comply with the Part 139 Inspection are ongoing raking dirt at the edge of the runway so there isn't a two-inch drop. They have to close the runway in order to rake, so they have been closing the runway from 6:00 am to 8:00 am each day in order to rake the dirt in preparation of the upcoming 139 inspection.

Mr. Low and his staff have been looking at airport management software packages from various vendors. They are really interested in one package that would cost around \$6,000 annually. He is also looking at a gate control app that will provide significant improvement to the security at the three gates. The cost for this is approximately \$1,500 per gate. It was suggested that closed circuit cameras would be a good addition to upgrade gate security. Mr. Low said he would look into the cost for both. Board members asked Mr. Low to provide an updated report with funding options at the next meeting.

The airport recently had a weather camera installed by the UDOT Aeronautics Department. Pilots can log on to the camera app and read what the weather conditions are at any given time at the airport which will significantly increase safety for them as they take off and land. It's managed by UDOT.

An additional Vert tower antenna has been installed due to some outages the airport has had. In addition, the landing fee vendor installed a third tower for redundancy. Mr. Low said they are hoping to go live with the landing fees for non-based aircraft on May 1, 2025.

4. DISCUSSION ITEMS

a. **AMENDMENT NO. 1 TO INTERLOCAL AGREEMENT LOGAN-CACHE AIRPORT AUTHORITY**

Mayor Daines introduced the subject saying this is to begin a discussion about perhaps changing or adding some membership to the Airport Authority Board. Mayor Daines, David Zook and Brett Hugie have been in negotiations with USU over the Part 139 status and their financial participation with the costs associated with Part 139 requirements. Also, looking to the future of the airport and what's best for its users.

The mayor proposed an amendment to the airport interlocal agreement adding university representatives to the Airport Authority Board to improve coordination and funding for airport operations. This proposal would include appointing one representative from the university's administration and one from the flight school.

Brett Hugie was quick to point out that this was not initiated by the university as some kind of pay to play type arrangement. In their discussions, he, Mayor Daines and Executive Zook could see that the university is a heavy user of the airport with over 70,000 missions a year, and to give them visibility into their utilization of the airport and what's going on, they thought that it might make sense.

Board members discussed the potential benefits and challenges of adding university representatives, including the need for legislative support.

After further discussion, Vice Chair, John Kerr said it would be added to the next meeting's agenda as a public hearing to receive input from the public regarding the proposal.

b. **CAPITAL IMPROVEMENT PROJECTS UPDATE – LOCHNER ENGINEERING**

Judd Hill provided an update on various FAA projects:

- Taxiway Charlie (state funded) – about 40% through the preliminary design.
- Taxiway Kilo (FAA funded) – because of the scope of the project, it requires an independent fee estimate by a third party which is currently underway.
- SRE (Snow removal equipment – FAA funded) – this project has morphed from purchasing just a broom to purchasing a new 10-wheel dump truck with a plow, so Lochner kicked it off as if it was a brand new project with an FAA engineer, Eric Trinklein, dedicated to the project.
- Paint Project – Currently just waiting for the appropriate weather which will likely be the end of April or beginning of May

The airport master plan open house is scheduled for next Saturday, April 12th. They will focus on receiving and answering questions from the public. Hill lauded the Technical Advisory Committee for the amount of work they have done on the project.

The Board discussed the importance of the master plan in guiding the airport's development over the next 20 years.

c. OPEN ITEMS

- Baron Weseman said his committee is going to start bi-weekly meetings preparing for the June 28th Cache Air Fest in conjunction with the Division of Aeronautics training and education summit on June 27th.

Scott Weaver has coordinated to have a B-17 and B-25 at the event. There will also be an air demonstration. Mr. Wesemann anticipates publicity about the Air Fest coming out in the next few weeks.

The committee is looking for additional members and also financial support. The Airport Authority Board previously provided a couple thousand dollars for the last event in 2015.

- Matthew Lacey, president of Alpha Eta Rho, the aviation fraternity at USU addressed the Board about the annual Run the Runway event proposed for September 13, 2025. They are requesting Runway 10-28 be shut down from 8:00 am to 10:30 am for the event.

Chairman Kerr told him to coordinate with the airport manager and come back to the next meeting with the proposal.

5. NEXT SCHEDULED BOARD MEETING

Thursday, May 1, 2025 at 8:30 a.m. – Historic Courthouse County Council Chambers

6. ADJOURNMENT

The meeting adjourned at 9:17 a.m.