

AIRPORT ADVISORY BOARD
Thursday, July 8, 2021 at 8:00 a.m.
In-person at airport terminal

MEETING MINUTES

1. Call to Order

Veum called the meeting to order with the time being 8:00 a.m.

2. Roll Call & Introductions

Members Present: Bill Munsell Terri Wolski Jim Cloudman Fred smith
Bob Schallip Tom Veum Duane Penzien

Members Absent: None

Also Present: Tom Brown, Airport Manager
Jeff Holt, EDC Executive Director
David Waite, Great Circle Aviation - FBO

3. Changes or Additions to the Agenda – none at this time

4. Approval of Minutes

It was moved by Schallip, supported Wolski, to approve the June 10, 2021 meeting. The motion carried unanimously.

5. Finance Report

Holt provided an update of the Finance Report-Balance Sheet, P&L, Check Detail and Fund 101 YTD ending July 7, 2021. TIFA 3 Fund balance sits at \$343k minus the bond debt for the Smartzone. We are currently under budget with TIFA III and the Airport Fund 101.

It was moved by Munsell, supported by Penzien, to receive the financial report and place on file. The motion carried unanimously.

6. Airport Manager Report

Brown reported that the exterior faucets need attention, he will follow-up with Cardinal Plumbing. Tom and Dave are working on movie in a hangar.

7. FBO Report

Waite reported: (written report presented)

Activity for June was the same as last month. There were 65 flights transiting Sanderson this month, versus 45 in MAY 2020, and June 2019 had 131 flights. The breakdown of this month is as follows:

- 26 Private Aircraft
- 18 Corporate Aircraft
- 7 Government/Military Aircraft
- 14 Resident Aircraft

One of the aircraft were transiting for customs clearance, 9 were for business or charter purposes, there were 9 medevac flights, 7 government flights (Coast Guard, WMU), and 30 were for recreational/private travel. There also were 5 training flights.

Several passengers arrived, working on various engineering aspects for Soo Locks, along with other executives.

Maintenance classes continue, and the pilot ground school begins 01 JUN, with several students signed up.

Current fuel prices as of 01 JUL are \$4.90 per gallon for Jet A w/Prist and \$5.80 per gallon for Avgas 100LL.

Waite reported on the recent emergency landing from Canada which required an oil leak to be repaired. No one was injured and a report was filed with our FSDO.

Waite would like to hire additional staff. Ted Waite will manage maintenance.

Waite reported that they are changing insurance carriers, realizing a cost savings.

The Ground school is going well. Flight lessons being offered.

8. Old Business

NPIAS is still in progress. Smith reported that the Bunker land sale is scheduled to close, and Arbic sale ongoing.

Airport lot rezoning scheduled to be complete in late August.

Waite reported that he sent his resume to CTE for teaching classes. He may also get an intern from BMCC.

Tie downs replaced and/or repaired.

10. New Business

Munsell reported that he met with city manager “over a month ago” about moving airport functions from EDC to engineering department. City manager will evaluate to re-assign, identify functions (some EDC, some engineering) as there is some history of engineering oversight (D. Neveau). *It was moved by Munsell, supported by Wolski & Penzien to consider moving airport functions to engineering, awaiting city manager recommendation. The motion carried unanimously.*

11. Status Reports

Holt gave a brief discussion of LDFA property adjustments, and potential additional revenue.

12. Other Matters – none at this time

13. Informational Reports

14. Matters Presented by the Public – none at this time

15. Next Meeting: August 12, 2021 in person

16. Adjournment

It was moved by Wolski, supported by Penzien to adjourn the meeting at 8:30 am. The motion carried unanimously.