

Meeting Minutes for January 21, 2016
Airport Advisory Board (AAB)
Custer County, Colorado

- I. Chairman Dallas Anderson called the meeting to order at 10:00 am.
- II. New Board Member: Donna Hood was welcomed as a new member of the Custer County Airport Advisory Board.
- III. Election of Officers: The board voted unanimously to retain the same slate of officers for 2016-2017 as served in 2015. Elected to two year terms were: Chairman - Dallas Anderson; Vice Chairman - Robert Jolley; Secretary/Treasurer - Jack Decker.
- IV. **Role Call:** Members present: Dallas Anderson, Jack Decker, Donna Hood, Dan Green, and Robert Jolley. Members absent: Bob Koester. Two guests were present: Dale Falske, and Barclay Westerfeld.
- V. **Approval of Minutes:** Robert Jolley moved that the minutes for the November, 2015 Board meeting be approved. Dan Green seconded and the motion passed. Donna Hood abstained since she was not a member of the Board in 2015 and did not attend the meeting. Note: No meeting was held in December, 2015 as a quorum was not present at the appointed meeting time.
- VI. **Amendments to Agenda:** Donna Hood asked that a new item be added to New Business: Partnering Opportunity for the Airport
- VII. **Audience Introductions/Comments:** Chairman Anderson asked the guests present if they had comments and/or questions. Neither did.
- VIII. **Airport Manager's Report (Robert Jolley):** Two fuel filters and a Differential Pressure (DP) gage were purchased. The old DP gage was suspect since its reading had not varied in months. It is convenient to replace the DP gage at the same time the filter is changed since both operations require that the filter tank be drained. Due to the risk of fuel contamination, Robert Jolley indicated that in the future he will shut the fuel system down if there is less than 250 gallons in the tank. Condensation and rust flakes gather at the bottom of the tank, and poses a risk when fuel is pumped from the bottom of the tank.

The current purchase price for fuel from the Airport's supplier is \$2.80 a gallon. There are currently 1,700 gallons in the Airport's fuel tank.

The fuel dispenser's credit card reader will not process credit cards with a chip. Robert Jolley will work with World Fuel to get our reader upgraded.

- IX. **Fuel Report:** Chairman Anderson reported December fuel sales were 181.9 gallons and as of 12/31/2015 there were 1,766 gallons in the tank. Donna Hood asked how much the airport marked up fuel for sale through its fuel station. Fuel is marked up 50 cents a gallon plus 3.33% (the amount the Airport is charged for credit card processing).
- X. **Airport Fund Report (Chairman Anderson):** As of 12/31/2015 there was \$4,832.71 in the Airport fund. As of the date of the meeting (1/21/2016) the balance was \$4,850.95.
- XI. **Financial Report (Jack Decker):** For 2015, fuel sales exceeded fuel purchase expenses by \$5,425.58. Overall, Airport expenses for 2015 totaled \$36,271.20 (not counting the County Treasurer's commission). Revenue for the year totaled \$30,219.80. The Board directed Jack Decker to pay the annual membership fee for the Colorado Airport Operator's Association.
- XII. **Old Business: Security System:** The system has been upgraded with a new 2 TB hard drive. The system should now be able to store at least three months of video. A new external DVD drive has also been purchased. At the end of each month video recordings for the month will be stored on a DVD disk. This capability will allow the Board to document take-offs and landings at the airport. This data is often requested in grant applications and used to justify airport expenditures.
Capital Improvement Program (CIP): Will be discussed at the February 2016 meeting.
Water Filter System: Robert Jolley will contact a plumber and request an estimate to install a "whole house" water filter system at the Airport's Operations-Management-Storage Building.
Winter Duty Volunteers: Board members Dan Green, Bob Koester, Robert Jolley, and Dallas Anderson volunteered to help with snow removal at the Airport. A discussion of the limitations of the current truck used for snow removal ensued. The Board is optimistic that newer, more serviceable equipment (DIA surplus) can be obtained in the future. CDOT Aeronautics Division will pay 80% of the cost purchasing DIA surplus equipment and after two years of airport use, the equipment can be transferred to County use. The process for dispersal of DIA surplus equipment starts in June each year.
- XIII. **New Business: Winter AOPA meeting:** No one on the Board was able to attend the Winter meeting.
Partnering Opportunity for the Airport: On May 14, 2016 Outdoor Buddies will hold its fifth annual Community & Armed Forces Appreciation Day at A Painted View Ranch. Outdoor Buddies will provide a free lunch and activities will be from 10 am to 4 pm. As part of the activities, a Black Hawk helicopter will be on display at the Ranch. Several hundred people are expected to attend. Outdoor Buddies would like to partner with local organizations to provide a quality experience for families. Donna Hood suggested the Airport have a display at the Ranch, and have a Fly In/Static Display at the Airport the same day. Transportation could be made available to move people between the Ranch and the

Airport. The Board was enthusiastically in favor of participating. Dan Green volunteered to work with Donna Hood to put together an Airport Display at the Ranch and organize activities at the Airport. Robert Jolley agreed to contact Wes Taylor and ask his help putting together the event. The Board supports having an Open House for local pilots to show off their planes and hanger facilities. Fly-In pilots could also put their aircraft on display. A Ranch fly over would be a possibility. A suggestion was also made to give all children attending a toy, one possibility being a balsa wood toy glider. The Board agreed to proceed participate in the partnership with Outdoor Buddies.

XIV. At 11:57 am, Chairman Anderson adjourned the meeting. The next AAB meeting is scheduled for February 18, 2016.

Respectfully submitted,

Jack Decker, Secretary