

Meeting Minutes for August 17, 2017
Airport Advisory Board (AAB)
Custer County, Colorado

- I. **Call to Order:** Chairman Dallas Anderson called the meeting to order at 09:59 am.
- II. **Roll Call:** Members present: Dallas Anderson, Alan Butler, Jack Decker, Dan Green, Robert Jolley, and Bob Koester. Members Absent: None. Guests present: Bill Lott. Commissioner Jay Printz was also in attendance.
- III. **Approval of Minutes:** The draft minutes were modified to more accurately record when the fuel system first became inoperative and when the new fuel station was installed. Alan Butler moved the approval of the Board minutes of July 20, 2017, as corrected. Robert Jolley seconded the motion. The motion carried.
- IV. **Amendments to Agenda:** "Repair of Dr. Smith's Hanger" added to Old/New Business.
- V. **Audience introduction/comments:** None offered.
- VI. **Airport Manager's Report (Robert Jolley): Fuel Station:** The Airport's fuel station is finally working properly. Mr. Jolley gave a brief recount of the problems encountered in trying to get the new fuel station installed and operational. It was a long and frustrating process and in the end a 52pr valve may have been the culprit all along. **Other Issues:** DP Gage follower not working: can't read gage unless someone is using the pump. Will cost about \$165 to fix. Overflow protection isn't working. The fence is down next to the hanger south of the Airport Operations building, allowing cattle to get on the runway. Above Ground Storage Tank (AST) has a couple of rust spots that need to be sanded and painted. The containment fence for the AST needs to be painted. Work days were scheduled for September 9th and 10th to address the above problems. **Parachute Group:** Powered parachute group is coming to the Airport over the Labor Day weekend. They asked for a place to play music when not flying. We will try to accommodate. **Supplies:** Supplies are needed for the Operations Building. To meet the immediate need, Robert Jolley will get toilet paper and paper towels and Alan Butler will stock up on needed items. **Cleaning:** Commissioner Hood is trying to find a cleaning service for the Operations Building. Robert Jolley has a couple of leads and will pass names along to Commissioner Hood. **Runway closing:** The runway will be closed August 23 for driver training, offered through the Sheriff's office. The runway will be closed at 7 pm on August 22 and will be reopened at 6 pm on August 23. Mr. Jolley will issue a NOTAM on August 21.
- VII. **Fuel and Airport Fund Report:** 1,518 gallons in tank as of today. 651 gallons sold in July. The Fuel Fund contains \$3,067.21, the Admin Fund \$11,806.62, and the Capital Account \$17,750.00. Due to issues with the Airport's QTPod software, we are not able to update fuel

prices using the Airport's laptop computer. The company providing the software has been contacted, but the problem is yet to be corrected. (Immediately after the Board meeting, a call was made and QTPod support staff were able to update our fuel price from their end. The new fuel price is \$4.19).

VIII. Secretary/Treasurer's Report (Jack Decker): Some charges are being made to Airport accounts without the knowledge of the Treasurer. This brings into question what the role is of an "advisory" treasurer is. Although such charges are most likely done for convenience or to meet a deadline, it makes tracking spending more difficult, and in at least one case, a charge was made to the wrong account. Mr. Decker will discuss the situation with the County. Insurance: In previous years the County has secured insurance for Directors and Officers from Assurance Partners, a company in Salina Kansas. We have not received an invoice for this year, which is a concern. There is also a question as to whether such insurance is needed for an "advisory" board. Bob Koerster moved to have the County secure such insurance, if it is deemed appropriate. Alan Butler seconded and the motion carried.

IX. Old/New Business: Dr. Smith's Hanger Repair: The go ahead has been given to spend \$161.64 for materials needed for the repair of the hanger. This will only cover part of the repair costs. County Commissioners approved the expenditure but it was not known (by the Airport Board) if the charges were to be taken from County accounts or from Airport accounts. Commissioner Printz volunteered to resolve the issue by reviewing County records of the action.

Fly-In (Alan Butler): Mr. Butler reviewed fly-in planning including: publicity, food, airplane parking, chocks, responsibilities, moving crack seal material, etc. It appears good progress is being made.

Fuel Dispenser: Covered in the Airport Manager's report.

Paving for Taxiways: The Board is in agreement that paving taxiway 2 is a high priority if the Airport is to expand in the future. Pilots will not build hangers if the only access is via gravel or dirt taxiways. Once paved, hangers will be built and County revenue would expand via lease income, gas sales, and associated economic activity generated by newly relocated pilots. Commissioner Printz encouraged the Board to seek grants. He indicated that County Road and Bridge could do the work and such work could be counted toward matching funds. Commissioner Printz volunteered to help drafting arguments and justification for the project.

Budget: Budget planning continues and is nearing completion. Capital improvement requests to be included is overlaying taxiway 1 in 2018 at a cost of \$10,000 and the

pavement of taxiway 2 in 2019 at a cost of \$300,000.

Other Items: The Board agreed that assistance should be offered to Bill Geipel as he continues to work toward building a museum at the Airport. Board support would be especially helpful navigating County procedures and gaining needed approvals. The Colorado Airport Directory needs to be updated to indicate "Say Weather" is available at the Airport. This will be done for the next issue of the Guide. The CIP needs to be updated in January. |

- X. At 11:22 am, Bob Koester moved to adjourn the meeting, Dan Green seconded. Chairman Anderson adjourned the meeting. The next AAB meeting is scheduled for September, 21, 2017.

Respectfully submitted,

Jack Decker, Secretary/Treasurer