

## HARLAN AIRPORT COMMISSION – January 24, 2017

The Harlan Airport Commission held their regular monthly meeting on Tuesday, January 23, 2017 at 7:00 AM in the City Council Chambers at City Hall.

Voting Members Present: Randy Pash (Interim Chair), Scott Pigsley and Rick Dotzler  
Also Present: Jay Christensen, Gene Gettys, Olie Pash, Rob Garber

The meeting was called to order. It was moved by Pigsley and seconded by Dotzler to approve the agenda as presented. Motion carried unanimously.

Conflicts of interest are to be stated if and when applicable: None stated.

It was moved by Dotzler and seconded by Pigsley to approve the December 20, 2016 meeting minutes. Motion carried unanimously.

It was moved by Pigsley and seconded by Dotzler to approve the bills as attached. Motion carried unanimously.

FBO Report was presented.

- Chapman Metering switched meters which created a brief outage. The outage created a technology issue requiring support from CAS computers. Scott Pigsley will discuss further with CAS computers what may be necessary for a battery back-up/UPS solution.
- FBO Commission check is being generated timely by City Hall.

General Report was presented as follows:

- Lighting is working fine with the temporary fixes done by Voltmer. New lighting will begin in Spring once frost is out of ground.
- A copy of an e-mail from Lewis Family to Eric Johnson V&K was distributed and discussed. Eric Johnson will respond to Lewis Family with intention to have MOU finalized by February meeting. Once final details are determined Rob Garber can prepare a budget with timing and cost.
- Gene Gettys updated that FY 17/18 budget was adjusted \$700 for the Technology line item in anticipation of Fuelmaster maintenance agreement.
- Hangar renters have made requests to have billing alternate between names and/or addresses based upon their own agreements. It was agreed that billing will continue only to the individual/entity who has signed the hangar agreement.
- Gene Gettys distributed Chapter 27 of Code of Ordinances, Airport Commission. General discussion was held regarding commission membership size. There is not a standard in terms of commission size. Ensuring enough members are present for a quorum is a necessary item. The commission agreed to keep this item open for continued discussion.

General Discussion:

- Randy Pash read a letter from Olie Pash announcing his retirement and request of a 6-month extension thru December 2017. It was moved by Pigsley and seconded by Dotzler to receive the letter. The 6-month extension will be reviewed at the next meeting.
- Scott Pigsley requested the FBO begin to put on paper all of the duties, locations, contacts, phone numbers, etc. prior to his retirement in support a transition of operations at the Airport.
- Age and condition of hangars have been discussed at previous meetings. Scott Pigsley asked on the status of a structural engineer to review and make recommendations. Rob Garber will follow-up.

The next meeting will be on February 28th, 2017 at 7:00 A.M. in the Council Chambers at City Hall.

There being no further business, meeting was adjourned.

Gene Gettys, Recording Secretary

*These minutes are as recorded by the secretary and are subject to Commission approval at the next regular meeting.*