

HARLAN AIRPORT COMMISSION – October 23, 2018

The Harlan Airport Commission met on Tuesday, October 23, 2018 at 7:00 AM at the Harlan Municipal Airport.

Voting Members Present: Rick Dotzler, Scott Pigsley, Scott McLaughlin
Also Present: Olie Pash, Eric Johnson, Sharon Kroger, Gene Gettys, Jane Smith, Mayor
Mike Kolbe

The meeting was called to order by Scott Pigsley at 7:15 a.m. It was moved by McLaughlin and seconded by Dotzler to approve the agenda. Motion carried unanimously.

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

It was moved by Dotzler and seconded by McLaughlin to approve the September 25, 2018 meeting minutes. Motion carried unanimously.

The financial reports for the month of September 2018 were reviewed. Staff will research questions regarding CAS expense as well as budgeted amount for gas commissions. It was moved by McLaughlin and seconded by Dotzler to approve the financial reports. Motion carried unanimously.

FBO report was presented. Mowing of grass is slowing down, hangar doors have been worked on and downspouts are now back on.

General

- Lighting System Repair (update by Eric Johnson): Voltmer is scheduled to be on-site October 25th and they will coordinate with FBO. Once repaired, flight check will be rescheduled.
- Land Acquisition/Easement Project (update by Eric Johnson): Initial appraisals are at FAA and awaiting review appraisals. Project is ahead of schedule.
- Supplemental Appropriation Funding: The application for funding was reviewed. Minor changes will be made such as reflecting partial closure of airport and categorical exclusion is complete. The application will be submitted before October 31 deadline.
- 5 Year CIP was reviewed and no changes in priorities or timing were recommended. CIP will be submitted.
- There was discussion on airport courtesy car. Due to age and condition of Caprice Classic it will be replaced with Ford Expedition. Servicing of vehicle will be handled by City of Harlan. City of Harlan marking/decals will be added to vehicle. It was determined the car is intended to be used locally and not intended for transportation/overnight outside of Harlan/Shelby County. This is at the discretion of the FBO.
- After discussion, it was moved by McLaughlin and seconded by Dotzler to establish gas sales price as purchase price per gallon + \$0.50 per gallon commission + \$0.10 per gallon X merchant processing fee (presently 3.24%). Motion carried unanimously.
- After discussion, it was moved by McLaughlin and seconded by Dotzler to not allow issuance of smart cards or line of credit for gas purchases. Motion carried unanimously.

The next regular meeting will be held November 20, 2018 at 7:00 A.M. at the Harlan Municipal Airport. There will also be a special meeting on November 6, 2018 at 7:00 A.M. at City Hall to review FBO agreement.

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.