

“Due to the COVID-19 crisis and social distancing recommendations, the Airport Commission meeting was held in person and offered electronically utilizing Zoom. Everyone was offered to participate by internet connection or by phone.”

The Harlan Airport Commission met on Friday, January 29, 2021 at 7:00 AM.

Voting Members Present: Scott McLaughlin, Rick Dotzler, Ken Hansen

Also Present: Gene Gettys, Sharon Kroger*, Scott Pigsley, Rob Garber*, Eric Johnson*
*indicates participated electronically

The meeting was called to order by Chair McLaughlin. It was moved by Dotzler and seconded by Hansen 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 Hansen to approve the December 15, 2020 meeting minutes. Motion carried unanimously.

The financial reports for the month of December 2020 were reviewed. It was moved by McLaughlin and seconded by Dotzler to approve the financial reports. Motion carried unanimously.

Airport Manager December report was presented. An interested party contacted the manager about constructing a private hangar on airport property. Discovery meeting is set-up for February 12 at 10 a.m. It was moved by Dotzler and seconded by Hansen to receive and file the manager report. Motion carried unanimously.

- Rob Garber reviewed hangar #6 re-hab and hangar door plans and specifications. Preference for sheeting re-hab is roof first and then siding. It was moved by Dotzler and seconded by Hansen to advertise for bids. Motion carried unanimously.
- Eric Johnson provided update of the apron re-hab project. Geotech core samples were recently taken and no results are available yet. Construction Safety & Phasing Plan (CSPP) has been submitted to FAA.
- Discussion took place regarding advertising signs on airport property. Commission determined City policy will be followed which does not allow private signs on public property.
- Airport Manager agreement renews April 1, 2021 and it was discussed to complete manager evaluation/feedback at February meeting and consider agreement review/action in March meeting.
- Fuel sales report was reviewed. No action was taken.
- Hangar Summary & Seniority list was reviewed. It was moved by McLaughlin and seconded by Dotzler to have City Administrator send letter to tenant in 6D regarding delinquent payment and provide 30 days from letter to remit payment. Motion carried unanimously.

Eric Johnson updated the Commission on his discussions with FAA regarding the obstruction NOTAM and he will continue working with the FAA to resolve this. Gettys updated Commission on learnings from other GA airports regarding funding participation from other entities. This information will be provided in next meeting packet. Commission discussed having elected officials “Open House” session at the airport facility.

The next regular meeting is scheduled for Tuesday, February 23, 2021, 7:00 A.M. at Harlan Airport (also offered via ZOOM).

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.