

HARLAN AIRPORT COMMISSION – April 23, 2019

The Harlan Airport Commission met on Tuesday, April 23, 2019 at 7:00 AM at the Harlan Airport.

Voting Members Present: Rick Dotzler, Scott Pigsley, Scott McLaughlin

Also Present: Olie Pash, Sharon Kroger, Gene Gettys, Mayor Mike Kolbe, Rob Garber, Eric Johnson (via telephone)

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

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

It was moved by McLaughlin and seconded by Dotzler to approve the March 26, 2019 meeting minutes. Motion carried unanimously.

The financial reports for the month of March 2019 were reviewed. It was moved by McLaughlin and seconded by Dotzler to approve the financial reports. Motion carried unanimously.

FBO report was presented. Farm lease tenant will not be planting in areas noted from audit. Olie presented process and reports for monitoring the LL UST. There has been no change and the tank has been stable. It was determined to resume selling LL fuel.

- Eric Johnson will continue follow-up with FAA on scheduling flight check. Voltmer payment will be processed.
- State FY '20 Funding application for bi-fold doors per CIP plan was reviewed. It was moved by McLaughlin and seconded by Dotzler to approve the CIP and submit to DOT.
- Discussion regarding selling fuel during ag spraying season and concerns noted from sprayers about credit card process. FuelMaster system does provide a process for using smartcards with a pre-loaded/paid amount. In addition, auditors have indicated pre-paying if an acceptable process. A recommended process and test will be recommended at next month's meeting.
- There was a recent request from the Commission to consider developing a process to send/push communications to tenants with updates on closures, fuel issues, etc. at the airport. This process will be set-up.
- Gettys updated the Commission there is a workgroup which began developing an RFP for sourcing FBO/Manager services.

The next regular meeting will be held Thursday May 23, 2019 at 7:00 A.M. at the Harlan Municipal Airport.

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.*