

BOONE AIRPORT COMMISSION

Meeting Minutes

01-11-2024 Boone Municipal Airport Commission Meeting

Meeting called to order by the Chairman, Joe Pundzak, at 5:30 p.m.

Commissioners Present: Joe Pundzak, Bill Byrd, Joe Gibbs, Pete Frangos, Matt Grabau

Others Present: Dale Farnham, Airport Manager, Garrett Jacobson of Bolton & Menk, Boone City Councilmember David Byrd arrived at 5:34 p.m.

Approval of Agenda

Motion to approve the agenda made by Commissioner Frangos and seconded by Commissioner Grabau

No discussion. The motion passed unanimously, 5-0

Approval of December 19, 2023, Minutes

Commissioner Grabau moved to approve the Minutes. The motion was seconded by Commissioner Frangos.

No discussion. The motion passed unanimously, 5-0

Approval of Accounts Payable

Commissioner Gibbs moved to approve the payables. The motion was seconded by Commissioner Byrd.

No further discussion. The motion passed unanimously, 5-0

Council Bills Paid:

InfoBunker	Internet Service	6.00
Jim Robbins	Legal Services	139.36
Reserve Account	Postage Refill	30.00

Airport Paid Bills:

Alliant Energy	Utilities	1,433.46
CenturyLink	Telephone	126.24
City of Boone	Utilities	25.84
Dale Farnham	Contract Services	4,715.00
Garbage Guys	Waste Removal	89.50

Review and Response to FAA’s comments on Fuel Farm Placement

Garrett presented illustrations to the Commission showing how the turning radius of a King Air 350 (58’ Wingspan) approaching and departing the B2 location impacts the existing tie downs and ramp operations, which apparently, are the FAA’s greatest concerns. Considerable discussion was had

regarding the preferred locations of the fuel farm tanks and cabinet. Ultimately, the Commission instructed Garrett to have B&M address the Commission's following requests:

1. Investigate the possibility of positioning the fuel tanks vertically.
2. Investigate moving the tanks to be directly behind the cabinet.
3. Investigate moving the Fuel Farm Tanks as far South as possible.

Commissioner Grabau moved to proceed with the B2 position pending modifications and the Commission having approval on the eventual final position. The motion was seconded by Commissioner Frangos.

No further discussion. The motion passed unanimously, 5-0

The Chair also requested that B&M provide the Commission with an exact cartographic visualization of extending runway 15/33 to 5,500' as soon as possible.

Discuss/Approve Repair/Maintenance Projects for Fiscal Year 2025

The Chair informed the Commission about the possibility of obtaining additional LOST funding for airport maintenance and/or repair issues in FY 25 and what items might be addressed should the funding be obtained. The Commission discussed numerous projects that could be undertaken if funding becomes available.

No Commission action taken.

No discussion. The motion passed unanimously, 5-0

Airport Manager's Comments

Mr. Farnham informed the Commission about needed repairs to the Jet A Fuel Truck and questioned if registering the truck to obtain license plates to drive it to Des Moines was a viable alternative to simply having it towed to Seneca in Des Moines? The cost of towing would be approximately \$1,000.00. Considering the condition of the vehicle, it was deemed unsafe to operate at highway speeds and the Commission recommended that towing the vehicle was the best option and urged Dale to proceed with coordinating the needed repairs.

No Commission action taken.

The Chair requested that a committee be formed to coordinate discussions on future operations with IAANG and the Commission. The committee would consist of the Commissioners Byrd and Pundzak together with City Administrator Bill Skare.

Commissioner Frangos moved to approve the request. The motion was seconded by Commissioner Grabau.

No discussion. The motion passed unanimously, 5-0

Commissioner Comments

None.

Other Business

1. Election of Chair & Secretary.

Commissioner Gibbs nominated Joe Pundzak for Chair. Commissioner Pundzak nominated Joe Gibbs for Secretary. The vote was called, and the nominations were passed unanimously, 5-0

There being no further business, the Chair adjourned the meeting at 7:01 p.m.

Joe Pundzak, Chairman

Joe Gibbs, Secretary