

BOONE AIRPORT COMMISSION

Meeting Minutes

05-13-2024 Boone Municipal Airport Commission Meeting

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

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

Commissioners Absent: Matt Grabau

Others Present: Dale Farnham, Airport Manager, Joe Roenfeldt and Ron Roetzel of Bolton & Menk, Jerry Searle of HDR

Approval of Agenda

Motion to approve the agenda made by Commissioner Frangos and seconded by Commissioner Byrd.

No discussion. The motion passed unanimously, 4-0

Approval of April 8, 2024, Minutes

Commissioner Frangos moved to approve the Minutes as amended. The motion was seconded by Commissioner Byrd.

No further discussion. The motion passed unanimously, 4-0

Approval of Accounts Payable

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

No further discussion. The motion passed unanimously, 4-0

Council Paid Bills:

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|-------------|------------------|--------|
| InfoBunker | Internet Service | 9.00 |
| Jim Robbins | Legal Services | 139.36 |

Airport Paid Bills:

| | | |
|------------------------------|----------------------------------|-----------|
| Alliant | Utilities | 1,200.78 |
| Bolton & Menk | Engineering | 14,825.00 |
| CenturyLink | Telephone | 173.13 |
| City of Boone | Utilities | 50.28 |
| Dale Farnham | Contract Services/Reimbursements | 5,340.29 |
| Garbage Guys | Waste Removal | 89.50 |
| Herman Drainage | Mowing | 5,000.00 |
| IA Department Of Agriculture | Meter License Application | 40.50 |
| Molitor Construction | Snow Removal | 1,079.00 |
| Nikkel & Associates | Repairs | 260.25 |

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|---------------------|---------------------|-----------|
| Seneca | Fuel System Updates | 18,249.78 |
| Wick's Construction | 15/33 Runway | 21,396.37 |

Public Hearing for the Consideration of the Proposed Plans, Specifications, Form of Contract, and Estimate of Cost for the Fuel Farm Improvements.

There being no public or written comments, the Chair declared the public meeting closed.

Fuel Farm Improvements Bids.

Joe Roenfeldt informed the Commission that the single bid received for the construction of the above ground fuel farm was in the amount of \$1,072,752.65. The estimated cost was \$811,500.00. A discussion followed resulting in a motion made by Commissioner Frangos to defer acceptance of the bid pending funding availability. The motion was seconded by Commissioner Byrd.

No further discussion, the motion passed unanimously, 4-0

Discuss/Approve FAA Design Grant Application.

Commissioner Byrd moved that should funding resources for the fuel farm project prove to be insufficient to cause the rejection of the bid, the Commission direct Bolton & Menk to immediately prepare an application to apply for a FAA grant to cover the project's design expenses to date. The motion was seconded by Commissioner Frangos.

No further discussion, the motion passed unanimously, 4-0

Engineer Report.

A. Discuss/Approve IDOT Grant Applications for T-Hangar Construction, and/or runway edge lighting.

The Chair informed the Commission on the results of his meeting with City Administrator Bill Skare, Ames Economic Development Vice President Brenda Dryer and Midland Power Cooperative representatives, Bill McKim, and David Speed regarding the possibility of obtaining a \$360,000 Pass-Through loan for the purpose of constructing T-Hangars at the airport. Midland informed us that up to \$1.5 million may be available to qualified community projects and a discussion followed as to the viability of the City and the Airport combining projects to qualify for an amount greater than \$360K. The Chair went on to say that If a Midland Power loan is awarded, those funds would be combined with IDOT grant funds for the construction of up to 8 T-Hangars, depending on the amount of total grant and loan funds available. Ron Roetzel presented projected cost estimates for various hangar construction combinations of design. After considerable discussion, Commissioner Frangos moved to approve applying for a IDOT grant and the Midland Power loan for the construction of T-Hangars. The motion was seconded by Commissioner Byrd.

No further discussion. The motion passed unanimously, 4-0

Airport Manager's Comments

The rotating beacon is now operative. The Flight Breakfast was highly successful with approximately 350 breakfasts served. The ex-police curtesy car is in need of over \$4K in repairs. The Commission recommended either scrapping the car or lowering the repair cost.

No Commission action taken.

Commissioner Comments

The Chair requested authorization from the Commission to contact the CVB, Boone Chamber and the City Administrator regarding securing ground transportation to act as a shuttle service between the airport and the Farm Expo grounds during the upcoming Farm Progress Show. He cited the liability concern of using volunteers and personal vehicles in lieu of contracted professional services. Commissioner Frangos moved to provide the Chair with the said authorization. Commissioner Gibbs seconded the motion.

No further discussion. The motion passed unanimously, 4-0

Because of recent confusion as to the ownership of and management responsibility of the Boone Municipal Airport, the Commission, by unanimous consent, affirmed its authority to establish and enforce airport management policies and practices including, but not limited to, the care and maintenance of all real, tangible, and intangible airport property. The Installation, removal or altering of airport property is strictly prohibited unless specifically authorized in writing by either the Airport Commission or the Airport Manager.

Other Business

Mr. Searle informed the Commission that his firm, HDR, has concluded negotiations with IAANG and that plans for the development of IAANG’s selected site on the airport should be completed within the next two months.

There being no further business, the Chair adjourned the meeting at 7:16 p.m.

Joe Pundzak, Chairman

Joe Gibbs, Secretary