

BOONE AIRPORT COMMISSION

Meeting Minutes

07-08-2024 Boone Municipal Airport Commission Meeting

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

Commissioners Present: Joe Pundzak, Bill Byrd, Joe Gibbs, Pete Frangos arrived at 5:04 p.m.

Commissioners Absent: Matt Grabau

Others Present: Dale Farnham, Airport Manager, Joe Roenfeldt of Bolton & Menk

Approval of Agenda

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

No discussion. The motion passed unanimously, 3-0

Approval of June 10, 2024, Minutes

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

No further discussion. The motion passed unanimously, 3-0

Approval of Accounts Payable

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

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

Council Paid Bills:

InfoBunker	Internet Service	9.00
Jim Robbins	Legal Services	139.36
Pitney Bowes	Postage Machine Lease	3.41

Airport Paid Bills:

Alliant	Utilities	996.41
Bolton & Menk	Engineering	3,368.22
CenturyLink	Telephone	157.40
City of Boone	Utilities	40.98
Dale Farnham	Contract Services	4,856.00
Garbage Guys	Waste Removal	89.50
Herman Drainage	Mowing	5,000.00
Moffitt's	Vehicle Repairs	235.96
Nikkel & Associates	Repairs	609.87
Insurance Management Group	Liability Insurance	2,572.00

Engineer Report.

The Chair reviewed the contents of a meeting held by the city, Ames Economic Group and representatives from Daisy Corp regarding the impact of Daisy's plant construction on airport operations. Both the Chair and Joe Roenfeldt attended on behalf of the Airport Commission. The immediate concern was the height of the planned cottage cheese tower and the potential FAA response to the building plan. Roenfeldt agreed to review the plans submitted by Daisy and provide them with his professional opinion on how the FAA may respond to the tower height.

No Commission action taken.

Commissioner Frangos moved to authorize the Chair to sign the final pay request from Wicks that eliminates the retainage currently being held pending completion of the runway 15 – 33 reconstruction project punch list. The motion was seconded by Commissioner Byrd.

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

Airport Manager's Comments

Dale Farnham reviewed the estimate on the repair or replacement of the overhead door on the maintenance shed.

Commissioner Gibbs moved to repair the door for the cost estimated at \$1,885.00. The motion was seconded by Commissioner Byrd.

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

Approval of Airport Hangar Leases Submitted for Fiscal Year 2025.

Motion to approve the submitted leases made by Commissioner Gibbs. Motion seconded by Commissioner Frangos.

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

Review of Airport Hangar Leases Submitted Without Annual Inspection Forms.

- a. #9 – paperwork is in progress – Commission approved.
- b. #7 – paperwork is in progress - Commission approved month- to- month.
- c. #11- owner is overseas based in Taiwan, annual waiting on engine overhaul in progress – Commission approved.
- d. #14 – owner is USAF and is currently deployed – Commission approved.
- e. #21 – lateness forgiven - Commission approved.
- f. #02 - lateness forgiven - Commission approved.
- g. #18 – Annual completed - Commission approved.
- h. #112 – Family medical emergency delayed submission - Commission approved.

Commissioner Comments

Commissioner Byrd commented on the mowing and the need to weed/wack around the culverts/trees and posts. Also to place additional mulch under the helicopter display, around the memorial tree, and respray weeds around the sign.

Public Comments

None.

Other Business

There being no further business, the Chair adjourned the meeting at 6:24 p.m.

Joe Pundzak, Chairman

Joe Gibbs, Secretary