

BOONE AIRPORT COMMISSION

Meeting Minutes

08-12-2024 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, Pete Frangos, Matt Grabau

Commissioner Gibbs arrived at 5:54 p.m.

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

**Approval of Agenda**

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

No discussion. The motion passed unanimously, 4-0

**Approval of July 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, 5-0

**Council Paid Bills:**

InfoBunker	Internet Service	9.00
Jim Robbins	Legal Services	144.93

**Airport Paid Bills:**

Alliant	Utilities	1,216.90
Arnold Motor Supply	Parts	499.27
Bolton & Menk	Engineering	5,925.00
CenturyLink	Telephone	158.16
City of Boone	Utilities	28.81
Dale Farnham	Contract Services	4,856.00
Duncan Heating & Plumbing	Repairs	174.36
Garbage Guys	Waste Removal	158.50
Herman Drainage	Mowing	5,000.00
Kruck Plumbing & Heating	Repairs	134.32
Mid Iowa Petroleum Equipment	Annual Service	2,754.66
Wicks Construction Inc	Runway 15/33 Final Payment	34,450.31

## **Engineer Report.**

Joe Roenfeldt reviewed Bolton & Menk's evaluation of the COA2 plan presented by IAANG. The number of actual acres in question is approximately 23 and the evaluation based on comparable transactions is estimated to be \$10-15K per acre. The primary concerns are the potential impacts on approach minimums for runways 15-33 and 02-20. Also, the need to update the Master Plan per FAA mandate prior to the planned expansion by the IAANG. We will have the opportunity to present the IAANG's plan to the FAA during the 4-States Conference on August 22<sup>nd</sup> to determine their response and requirements to update our current Master Plan.

A lengthy discussion commenced regarding considering the airport's growth options in seeking B or C approach categories, the expansion of runway 15-33 including the acquisition of property needed for that growth. The topic was tabled until IAANG makes their final proposal to the Commission.

No Commission action taken.

## **Discussion/Approval of Farm Progress Procedures**

The Chair informed the Commission that after initially encountering considerable difficulty, we were eventually successful in negotiating with HIRTA to provide shuttle service from the airport to the Expo grounds. HIRTA will bill the Commission \$3,300.00 with the CVB agreeing to pay \$2,000.00. Linda Blakely has been engaged to dispatch ground transportation and shuttle service in addition to providing concierge services to visiting passengers and aircrews. A discussion followed regarding the Commission also utilizing marketing funds to provide refreshments to airport visitors and volunteers during the Farm Progress Show.

Commissioner Grabau moved that the Commission sponsor donuts, coffee, water, ice and refreshments for visitors and volunteers during the Farm Progress Show. The motion was seconded by Commissioner Gibbs.

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

## **Airport Manager's Comments**

Dale Farnham informed the Commission that one of the fuel trucks was down for maintenance. He also commented on the RIELS lighting being decommissioned by the FAA. Joe Roenfeldt agreed to investigate what the FAA intentions are regarding possible replacement.

## **Approval of New Tenant Airport Hangar Lease.**

### **A. Randy Palmer #22. –**

Dale Farnham informed the Commission Mr. Palmer leased #22 with the intention of building a kit plane. Since this hangar is one of the smaller hangars that has limited use because of its size, it was his recommendation that the Commission approve this lease rather than the hangar sit empty. There is no inspection because there is no airplane ... yet.

Commissioner Grabau moved to approve the lease. The motion was seconded by Commissioner Byrd.

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

**Commissioner Comments**

None.

**Public Comments**

None.

**Other Business**

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

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Joe Pundzak, Chairman

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Joe Gibbs, Secretary