

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
JULY 2, 2014
MINUTES

The Logan-Cache Airport Authority Board convened in a regular session on July 2, 2014 at 7:30 a.m. in the Cache County Historic Courthouse, County Council Chambers, 199 North Main, Logan, Utah.

ATTENDANCE

Members of the Airport Authority Board in Attendance:

John Kerr – Chairman
Val K. Potter – Cache County Council
H. Craig Petersen – Logan City Mayor
Jeannie F. Simmonds – Logan City Council
Bill Francis

Members of the Airport Authority Board Absent:

M. Lynn Lemon – Cache County Executive
Gar Walton

Others in Attendance:

Lee Ivie - Airport Manager
Brady Hansen – Logan City Fire Department
Matt Bunnell – Utah State University
Aaron Dyches – Utah State University
Susan Crosbie – Utah State University
Bryan Congdon – Harris Air
Kimberly Silvester – J-U-B Engineers
Zan Murray – J-U-B Engineers
Janeen Allen

CALL TO ORDER

Chairman John Kerr called the meeting to order at 7:31 a.m.

ITEMS OF BUSINESS

Approval of Minutes

Kerr asked for a motion to approve the minutes of June 4, 2014.

ACTION: Motion was made by Petersen and seconded by Francis to approve the minutes of June 4, 2014. The vote in favor was unanimous, 4-0 with 3 absent

ITEMS FOR DISCUSSION

Manager's Report – Lee Ivie (Attachment A)

Ivie presented his report which is a part of these minutes as Attachment A.

7:32 a.m. – Jeannie Simmonds arrived

Parking Lot – Bill Francis (Attachment B)

Francis said he has discussed this project with Mayor Petersen and changed the dynamics of the project to make a better flow for people coming to the airport. A reconstruction consisting of digging up the asphalt, installing 2" of road base, and leveling and adjusting the drains is estimated to cost \$78,400. In addition, an overflow parking lot which would consist of a gravel hard surface will cost approximately \$16,200.

Petersen referred to the proposal from the last meeting that showed a repavement of the road that goes behind the buildings to another parking lot saying that when he went out and looked at it, there was just snow removal equipment in that lot. He thinks the new proposal Francis showed that eliminates that aspect of the project makes much more sense because the other lot would not be considered essential parking for patrons of the airport.

Ivie commented that last year Logan Power had talked to him about putting in two transformers in the area that separates the old pavement from the overflow area. He wanted to know if that is still being planned. Francis wasn't sure, but said they could be installed underground. Kerr suggested that Mayor Petersen make Logan Power aware of the plans for parking lot improvement and coordinate with them if they are still planning on installing the transformers.

Petersen asked again about funding sources. Potter confirmed that it was discussed at the last meeting that the cost should be shared equally between Logan City and Cache County and that there is nothing in the current airport budget that would cover the cost. Kerr reminded the board that if funds are used from the reserve, it hampers the airport's ability to provide matching funds for FAA projects.

Potter suggested bidding the project in two pieces and also as a whole to see what comes in. Petersen said the board should at least consider using the reserves with the intent of replacing what is used.

ACTION: Motion was made by Petersen and seconded by Potter to put the project out for bids in two separate parts and as a whole for improvement of the airport parking lot and overflow parking. The vote in favor was unanimous, 5-0 with 2 absent

Bus Route – Jeannie Simmonds

Simmonds apologized for not following up on this issue and asked to have it on the next agenda.

Request from Scott Weaver for a 40' x 40' Storage Building Adjacent to Search & Rescue Building to Store Ground Service Equipment for Charters

Kerr noted that he had forwarded this request to board members and said it would be located immediately northwest of the Search & Rescue building. Ivie said he believes it is a good location that just has weeds in it now and the building will actually be an improvement to that area. Kerr added that the area will not impact any air operations.

ACTION: Motion was made by Simmonds and seconded by Potter to approve the location for a 40' x 40' Storage Building for Scott Weaver and Leading Edge Aviation. The vote in favor was unanimous, 5-0 with 2 absent

Committee Reports

Audit & Finance – Lynn Lemon

No report.

Operations Committee

No report.

Capital Improvements - Bill Francis

No report

Economic Development / Public Relations – Gar Walton

No report.

Open Items

No additional items were brought before the board.

Next Meeting

The next meeting of the Airport Authority Board will be Wednesday, August 6, 2014 at 7:30 a.m.

Adjournment

The meeting was adjourned at 7:52 a.m.

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ATTACHMENT A



June 2014 Manager's Report

1. Airport Grounds, Buildings, and Vehicle Maintenance.

1. The lift cables on the door of hangar FL-10 still need to be replaced. National Equipment Services was awarded the bid on this job but has not been able to fit it into their schedule. We may have to go with the second bid and allow USU to do the labor in house.
2. Mowing operations at the airport are in full swing. The areas around the hangars have been mowed once, the airport entry twice, and the grass in the safety areas adjacent to runway 17/35 has been cut, bailed, and hauled away. The western part of the field has not been mowed yet.
3. USU paved the gravel area east of hangar # D6. This item was approved last year and the pavement will provide parking space next to their building. It was an area that could not be utilized for construction of another hangar, and the pavement is a better option than the gravel in this spot.
4. The old fuel tank owned by Scott Swenson next to hangar C1 has been removed, and the ground restored to its natural state. There were no findings of contamination in this area.

2. Wildlife Incidents.

1. On June 10th I had to herd about twenty head of cows off of the airport. They had entered the airport through an open gate by the grate clean out near the canal at the south fence line of our property. There was no chain and lock to be found for this gate so I replaced those lost items and notified the canal district of the incident.
2. A den of coyotes had to be removed from a culvert that runs under taxiway B4.
3. On June 25th an aircraft was involved in a bird strike. A red-tail hawk was the species of bird that was struck, and I've yet to be notified of any damages to the aircraft.

3. Current AIP Projects.

1. FAA project # 3-49-0016-25 (Taxiway J): The final request for reimbursement of FAA and State funds have been submitted for this project, and once payment is received this project can be closed out. Payment for the cost of the change order items can only be processed in a year that we do not have a FAA AIP project.
2. FAA project # 3-49-0016-24 (Wildlife Hazard Management Assessment): A final draft of the wildlife management assessment for the Logan-Cache Airport has been submitted to the FAA, approved by Lynn Deardorff. A rough draft of the wildlife management plan was submitted to Ms. Deardorff and she responded with a letter of correction items that needed to be made in the plan. Creamer and Noble associates are working on making those corrections.

3. FAA project # 3-49-0016-26 (High Intensity Runway Lights). This project is scheduled to go out to bid the first week in July.

4. Hangar Construction.

Construction of the forty by forty foot hangar in space F-8 has begun. Glenn Reeder Const. is building the structure for Brandon Wallin. The concrete footings and stem walls have been poured, the outer walls and roof have been erected, and most of the exterior sheeting is in place.

5. Annual Billings.

All of the billing for property and building leases at the airport has been submitted to the county audit department. These bills will be sent out in July.

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ATTACHMENT B



Area: 29,416.53 sq ft
Perimeter: 718.84 ft

Area: 37,341.68 sq ft
Perimeter: 1,199.24 ft

N 900 W