

**LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING**  
**FEBRUARY 3, 2016**  
**MINUTES**

The Logan-Cache Airport Authority Board convened in a regular session on February 3, 2016 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  
Craig W Buttars – Cache County Executive  
Val K. Potter – Cache County Council  
H. Craig Petersen – Logan City Mayor  
Jeannie F. Simmonds – Logan City Council  
Gar Walton  
Bill Francis

**Members of the Airport Authority Board Absent:**

**Also in Attendance:**

Lee Ivie - Airport Manager  
Matt Bunnell – Utah State University  
Aaron Dyches – Utah State University  
Susan Crosbie – Utah State University  
Andreas Wesemann – Utah State University  
Brady Hansen – Logan City Fire Department  
Kim Hall – Leading Edge Aviation  
David Hartmann – Armstrong Consultants  
Chris Nocks – Armstrong Consultants  
Dennis Corsi – Armstrong Consultants  
Zan Murray – J-U-B Engineers, Inc.  
Kirk Nielsen – Jviation  
Craig Sparks – Jviation  
Bryan Congdon – Harris Air  
Clayton Gefre – Herald Journal  
Russ Kirkham  
Janeen Allen

**CALL TO ORDER**

Chairman John Kerr called the meeting to order at 7:30 a.m.

## **ITEMS OF BUSINESS**

### **Approval of Minutes**

**ACTION: Motion was made by Walton and seconded by Potter to approve the minutes of December 2, 2015. The vote in favor was unanimous, 6-0 with 1 absent**

## **ITEMS FOR DISCUSSION**

*7:32 a.m. – Jeannie Simmonds arrived*

### **Manager's Report – Lee Ivie (Attachment A)**

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

### **USU Flight Department Calendar Items**

Representatives from USU addressed the board and noted they had a great Fall season which included some record flying months with their students. They informed members of the board of some upcoming events they will be holding at the Logan-Cache Airport:

- **May 9-12, 2016** – Invitational Meet as a practice for the October Regional Safety Competition. Activities include ground events, a landing competition in a targeted zone, a message drop with a small object dropped from 200 feet towards a target.
- **June 6-10, 2016** – Aviation Summer Camp for high school kids
- **July 16, 2016** – 2nd Annual 5K Runway Run on 10/28 and closed runway
- **October 2-7, 2016** – Regional SafeCon (Safety Competition) with up to seven schools competing

### **Presentation: Armstrong Engineering**

Representatives from Armstrong gave their presentation for consideration as the consulting engineering firm for the Logan-Cache Airport.

### **Presentation: Jviation**

Representatives from Jviation gave their presentation for consideration as the consulting engineering firm for the Logan-Cache Airport.

**ACTION: Motion was made by Buttars and seconded by Potter to adjourn to an Executive Session. The vote in favor was unanimous, 7-0**

### **Executive Session**

Members of the Airport Authority Board adjourned to an Executive Session which lasted approximately 20 minutes.

## **Award of Contract**

**ACTION:** Motion was made by Buttars and seconded by Petersen to approve Armstrong Engineering, Inc. as the consulting engineering firm for the Logan-Cache Airport. The vote in favor was unanimous, 7-0

## **Utility Impact Fee**

In the interest of time, Chairman Kerr moved any remaining agenda items to the next meeting of the Airport Authority Board.

## **Committee Reports**

### **Audit & Finance – Craig Buttars**

No report

### **Operations Committee**

No report

### **Capital Improvements - Bill Francis**

No report

### **Economic Development / Public Relations – Gar Walton**

No report

## **Open Items**

### **Next Meeting**

March 2, 2016 at 7:30 a.m.

### **Adjournment**

The meeting adjourned at 9:04 a.m.

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# ATTACHMENT A



**January 2016 Manager's Report**

**1. Current AIP Projects.**

Armstrong Consultants spent two days at the airport in January collecting bore samples of Runway 10/28. The dimensions of the new paved surface are yet to be determined. The amount of funding available from UDOT and the cost of oil will be key factors in deciding what length and width of runway can be laid. Right now our options seem to be either a 60 foot by 4,000 foot surface or a 75 foot by 3,000 foot runway.

**2. Snow Removal Operations.**

It appears that we will probably spend most of the money allocated for snow removal in the 2016 budget. Plowing operations have been conducted two to three times a week in January, and we still have all of February and March to get through. The snow blower that the airport purchased from Ogden has been a good investment. The time that it takes to clear the snow banks along the edges of the runway and taxiways has been reduce from approximately 16 hours to 9 hours. On average plowing operations last about 4 hours.

**3. Hangar Construction.**

1. Hangar J1 or the Lance Hill building is enclosed, the door has been hung, the concrete floor poured, and the construction crew has moved inside to finish the building. In the spring asphalt will have to be laid where the East Apron will connect to Taxiway Juliet.
2. Hangar J7 or the Ed Fisher building is ready for the concrete floor to be poured (weather permitting), but no metal columns have been erected at the present time.

**4. Airport Revenue 2015.**

1. Hangar property lease payments received	- \$44,679.72	(property leases not paid \$613.09)
2. Building FL8 and Fuel Farm, rent received-	\$13,354.08	
3. Fuel Flowage Fees Paid	- \$11,835.16	<b>2014 \$8,112.96</b>
4. Landing Fees Paid	- \$6,450.00	
5. Transient Landing Fees Paid	- \$152.45	
6. Sundry Revenue	- \$5,327.60	
7. State Gas Tax Reimbursement	- \$4,761.59	<b>2014 \$7,637.28</b>
8. FAA and State Grant Payments	\$160,987.71	
<b>Total</b>	<b><u>\$239,546.99</u></b>	