

The Airport Commission met in regular session Monday, January 11, 2021, at 4:14 p.m. via virtual Zoom Meeting.

The meeting was called to order by Chairman Hobbs.

Members Present via Zoom:

Ray Hobbs, Gary Jackson, Bob Crafton, Clyde Tempel, Mark Fryauf. Jerry Vest was absent.

Others Present:

David Krutsch, Airport Manager; Jennifer Moore, City Staff; Linda Jennings, Beaver Lake Aviation (BLA); Adam White and Chris Maestri (Garver Engineering)

Other Officials Present:

Public Forum: Linda Jennings of Beaver Lake Aviation shared that they appreciated David and his team for their hard work during the winter event, and recognized David for his pre-planning and communication with BLA and all the customers.

Action on Minutes:

Motion by Tempel, second by Fryauf to approve the minutes of November 9, 2020 as submitted.

Voice Vote: Yes-Unanimous. Motion carried.

Financial Report:

Krutsch provided financial reports from November 30, 2020 and December 31, 2020, including associated flowage fee reports. Krutch reported no comments for November and asked for any questions. Commissioners had none. For December, Krutsch reported: Account #48050, Federal Grant Revenue, the posted amount of \$158,812 reflects a draw on the AIP 38 grant. Krutsch noted the corresponding expense account #81138 posted \$156,203. The grant is 100% federal. Part of expenses were in a previous month. Expenses were primarily for mobilization and the hangar demo accomplished during November. The remainder of the project will be rolled over into 2021 via a budget amendment sometime in February. Acct #70100- reflects inventory replenishment of airfield light bulbs which are purchased in bulk. Acct #70160- Equipment Maintenance includes an \$1,100 charge to replace the front tires for the '06 New Holland tractor. Heaters were replaced in all the Executive Hangars that reverted in 2020 as well as one of the two in the airport admin building. There was a delay with the order due to COVID-19, and they did not ship on time. Therefore, this will be a carryover item anticipated to roll into 2021 for payment. Krutsch discussed other carryover items in addition to the AIP 38 project.

Year-end O&M was 13% under budget with Customs included. Customs had a significant cost increase in 2020. Excluding Customs, O& M would be 29.5% under budget, reflecting additional cost cutting and controls added in light of COVID-19 impacts. Krutsch commended his staff for efforts to control expenses.

Krutsch discussed the AIP 39 Cares Act Grant funding from 2020, noting another draw anticipated in January. Krutsch reported the Coronavirus Response and Relief Supplemental Appropriation Act, passed in December, includes additional funding for eligible airports. FAA is currently working on the grant distribution plan, details, and timing. A Resolution is being drafted by our legal staff and once numbers are available, the final resolution will be brought before council.

Chairman Hobbs recognized David and his staff for their cost control efforts.

Manager's Report:

City Council approved the 2021 Budget on 12/9/21 as submitted with no changes. Krutsch provided an update on annual lease invoice payments, noting 38 % of total ground lease payments have been received with due date of January 31, 2021. Krutsch noted some inventory replenishment items discussed earlier. Krutsch provided a project update and discussed the status of the gas line installation. Adam White, Garver, advised that they are still targeting the March time frame and submittals have been coming in. There are no delays anticipated.

Krutsch discussed the first snow removal ops of the season. The first run was on 12/13-12/14 with 6-7 inches of snow. Krutsch discussed equipment issues. All issues were addressed promptly, since then a few minor events have occurred that have required close monitoring and some deicing.

Krutsch reported that on January 13, IDK Café is offering a free meal drive through event, providing free meals to those in need in the community.

Krutsch advised that we are working on a Notice of Intent or similar document to use in negotiating new ground leases related to the new development sites. The Legal Department is assisting.

Krutsch advised of two emergency alerts using the new system in November. Some tweaks are needed, but the new system is a significant improvement from previous.

Reports from Boards and Standing Committees: None

Old Business: None

New Business: None

Coming Events:

City Office Closed Monday, January 18, 2021 in observation of Martin Luther King Jr. Day

Meeting adjourned at 4:37 PM.