

## **Minutes**

### Crawford County Airport Special Board Meeting

March 2, 2011

Meeting called to order at 2:00 pm in the commissioners' meeting room.

Members in Attendance: Chris Cook, Rick Anderson, Stan Prevost & Paul Compo

Others in Attendance: None

Members Absent: Jim Robson

MOTION: by Cook, second by Anderson to approve the agenda as presented. Ayes – 4, Nays – 0, absent - 1, motion passed.

Due to Robson's absence the chair moved forward in the agenda to Other Business.

Anderson – none

Compo – questioned the best policy for the use of the car and storage of the keys for the car at the airport. Discussion continued on what the best practice would be and it was agreed that this would be on the agenda for the regular meeting of April 19<sup>th</sup>.

Robson arrived 2:05 pm

Robson presented the ideas and options surrounding the purposed electrical upgrades that will make power available to pilots using the parking ramp. Prints will have an engineer's stamp on them soon. Cost of materials projected to be \$1,140.00. The Cost of the permit is not currently known. This will be an excellent training project for the troops this spring. Robson recommends installing a distribution panel at the same time which will provide more versatility as the complex expands.

MOTION: by Anderson, second by Cook to approve the expenditure of up to \$1,200.00 on materials and whatever is needed for the necessary permit(s) to that this project may be completed as presented. Roll Call: Robson – aye, Anderson – Aye, Cook – Aye Prevost – aye & Compo – aye; Ayes – 5, Nays – 0, absent - 0, motion passed.

Compo left the meeting at 2:30.

Robson began a discussion of a sign for the Crawford County Air Terminal. Prevost agreed to provide some inputs to the design and Robson would be lead on the design.

Cook announced that tree cutting work will be ongoing at the airfield and near the Air Terminal for the next few weeks.

Cook brought up an inquiry he had received regarding a military discount on fuel. When the CCAT fuel facility is operational, military sales will be dependent on a discounted price. Since the military does not pay taxes, we will have to work with our fuel supplier to make sure we can support a discounted price that does not include taxes. Topic will be discussed further at the April meeting.

Discussion ensued about the County's share of the fuel facility cost, which Robson estimated might be \$25-30K based on a worst-case 7.5% of \$300,000. Further, there will be an expense for the initial load of fuel in the tank, which could be as high as \$75-100K, which will be a sunk cost only recoverable through net margin on sales, which will be long term. Anderson agreed to enter into discussions with the County Administrator and the County Commission to make sure there is no surprise over the cost when it comes due, and for possibly setting up a sinking fund or some other mechanism to help ensure availability of funds. Exact numbers and schedule of when the funds must be available are unavailable at present. It was discussed that perhaps the initial load of fuel could be partially or fully absorbed by a commercial operator for the fuel facility.

Prevost asked for clarification on the military policy for plowing the airfield and closing the airfield. Cook says he, as airfield manager, is constrained by budget and cannot call for plow every time he would like to. The contractor, Porath, plows the runway and the CCAT. The taxiways are plowed by state employees, and they do not work on weekends and holidays. If the taxiways are not plowed, there is no need to plow the runway and CCAT. Prevost expressed concern that the CCAT cannot fulfill its mission of serving general aviation and Crawford County when the airfield is closed or unusable, and weekends and holidays are prime time for transient air traffic to the area. There was a general sense that the County needs to lend support to the snow removal efforts to supplement the airfield funding for that purpose, perhaps in cooperation with the Road Commission, which has the equipment and personnel.

Prevost reminded the Board that the next regular meeting is scheduled for April 19 at 2:00 p.m. Linn Smith from MDOT Aero will be there to discuss airport zoning, and the fuel facility design contractor will be there to provide updates on the project, with emphasis on schedule and county costs. There being no further business, Cook moved for adjournment, seconded by Robson. All ayes – motion passed.

Meeting was adjourned at 3:52 pm

Next scheduled meeting date is April 19, 2011

Submitted by Paul Compo