

Minutes

Crawford County Airport Board Meeting

August 10, 2010

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

Members in Attendance: Chris Cook, Rick Anderson, Paul Compo & Stan Prevost (via phone)

Others in Attendance: None

Members Absent: Jim Robson

There was no representative from HEAT Aviation in the room and no board members had any further information

Jim Robson arrives at 2:04

Discussion focused on the presentation by RW Armstrong regarding the options available to us for the location of the fuel farm.

MOTION: by Anderson, second by Robson to pursue the location of the fuel farm as it was depicted in option 1 of RW Armstrong's handout. Ayes – 5, Nays – 0, absent - 0, motion passed.

Prevost submitted a number of issues to be addressed in this year's snow removal contract that was not addressed last year. Mainly the issues were to remove snow further away from the end of the paved surfaces to allow for wing clearance and perimeter inspections.

Consensus: The items submitted by Prevost will be included in the bid specifications for next year's process. Robson will see to bid specs for this upcoming season and get to Compo on or before September 15. Compo will oversee the bid process.

Maintenance issues discussed last meeting:

- Keys are needed for the hangar fire extinguishers so proper monthly inspections may be conducted according to the inspection checklist
 - DONE
- Keys are needed for the terminal doors (interior and north exterior door by propane tank), all Best locks with key code FJ1.

- ROBSON WILL HAVE BY WEEK'S END
- Keys are needed for the hangar utility units UT-1 and UT
 - ROBSON WILL HAVE BY WEEK'S END
- Replace the lock on the north personnel gate (lock was damaged in a break-in attempt)
 - DONE
- Determine the status of the propane contract with Fick and who is the CCAB point of contact for propane issues
 - DONE – COUNTY HAS THE ACCOUNT
- Determine how fire extinguisher annual inspections are to be handled (are they covered under an existing contract, do we need a separate contract, etc.)
 - DONE
- The terminal building front door does not auto-close properly and is usually left unlocked. Adjustment needed
 - ROBSON WILL GET SPECS TO COMPO BY SEPTEMBER 1, COUNTY WILL REPLACE

Public Event, Prevost discussed the idea of an open house for the public with airplane rides, food and maybe some other aircraft there for guests to view. Any proceeds would need to be donated to a non-profit in the community. Initial dates are 9/25 or 10/2. We will need to organize pilots and planes along with ground supervision. Perhaps some businesses could help with sponsorships? Prevost stated that he would be up soon and could dedicate some time to this project. Anderson and Cook also agreed to help.

Board Comments:

Prevost emphasized the need to have some sort of vehicle available at the airfield for people to use. He cited a crew of a charter jet that had to go to Gaylord to avoid sitting in the terminal for several hours waiting for their clients to return.

Prevost suggested we add some electrical outlets along the tie-down areas for pilots that want to plug in heaters for their planes, maybe this could be included as an alternate in the fuel farm bid.

Prevost indicated that when he was up last he noticed that we are missing one set of Chocks, one set of Tie Down ropes, and some office supplies from inside the terminal that will need to be replaced.

It would appear that the Civilian Air Patrol has been very comfortable in assuming residence in the conference room at the terminal yet not contributing anything of substance for that privilage.

Lawn looks great thanks to Chris

Sign looks good thanks to Chris
Need to have extra hangar keys available for pilots that cannot seem to remember them.

Next scheduled meeting date is October 5, 2010

MOTION: by Cook, second by Anderson to adjourn the meeting. Ayes – 5, Nays – 0, absent – 0, motion passed.

No other comments or concerns were brought to the Board.

Meeting was adjourned at 3:18 pm

Submitted by Paul Compo