

AIRPORT ADVISORY BOARD MEETING
Fremont County Airport
9/07/2016
7:00 am

Members Present: John Marietta, Chairman; Jack Slagle; Leonard Mino; Bruce Claremont; Tom Schilf ; Rich LeDoux; Jim Woolworth

Members Absent: None

Other Officials Present: County Commissioner, Ed Norden; Airport Manager, Richard Baker; County Engineer, Don Moore

Others Present: Hans Miesler; Mat Clark

The meeting was called to order at 7:00 a.m. by Chairman John Marietta. Everyone was welcomed. Minutes from the previous meeting were then considered for board approval.

By Motion and Unanimous Consent the minutes of the 6/01/2016 Advisory Board meeting were approved.

Commissioners' Report by Ed Norden

- Commissioner Norden announced that bids have been reviewed and jobs have been awarded for the Pavement Project and for the State Helitac Fire Control Modular site preparations (next to hangar #4).
- The terms of board members Mino and Shilf expire in October. Letters are due to the Commissioners if those Board members wish to continue service on the Board.

Airport Manager's Report by Richard Baker

- Richard Baker gave background on the Fire Control modular site preparations:
 - "Patch Construction" gave the low bid of \$27,000 to win the project for installation of utilities and site preparation..
 - The water tap for the location has been approved.
 - Patch begins work on Monday, 9/12/2016
- Mr. Baker gave an update on the "thru-the-fence" agreement with Jim Cole.
 - A contract has been signed allowing Jim Cole thru-the-fence access to airport property.
 - The FAA has communicated to the Airport Manager, thru e-mail, that they have no objections to the provisions of the thru-the-fence contract.
 - Mr. Cole is responsible for constructing a taxiway from the gated fence point of entry to an existing taxiway on the Airport. He has provided only a verbal description of his planned taxiway route and construction. He will be responsible for the construction as well as the maintenance of the taxiway for the first five years and then, assuming the taxiway is built to FAA standards, the County would assume maintenance responsibility for the taxiway.
 - Airport Management has been waiting for a written plan from Mr. Cole however he has not been responsive to requests to attend meetings to discuss. The board believes he may be waiting for directions from the County on taxiway construction requirements.
 - Due to gate location, any proposed taxiway will likely involve moving a fire hydrant, drainage ditches, culvert installations and underground utilities. For the County to eventually assume maintenance responsibility of the taxiway it must be constructed to FAA Engineering Standards.

By Motion and Unanimous Consent the board voted to require that any taxiway constructed by Mr. Cole must meet FAA Engineering Standards.

- Mr. Baker gave an update on the "Pavement" Project.
 - Maxwell Asphalt has been awarded the project. Maxwell was the sole bidder. Work will begin on October 1st and be completed within 30 days. The project covers crack fill, seal coat and restriping the ramp area and all three connecting taxiways to the main runway.

- The contract for the Airport's Engineering Consultant comes up for review next year. Armstrong Consultants is presently our engineering consultant, and has been for several years.
 - FAA guidelines require the County to advertise and place the contract up for bids. We then, following review of applications, bids and qualifications, award the contract. During the last cycle, three companies, including Armstrong, competed for the contract.
 - An update to the Airport Master Plan will be required next year (This requires the services of our Engineering Consultant).
- AWOS Issues: The airport is experiencing intermittent outages of wind reports on it's AWOS system. Contractors have been working the problem but, as yet, have not resolved it.

Fremont Economic Development Committee Report

- Chairman Marietta reported that there is no new news on plans for development south of the airport.

Standing Committee Reports

Safety/Security and Airport Operation:

- A late night airport incursion was recorded by video cameras in August. A truck dropped two people off at the front gate in the early morning hours. They entered airport property between hangers 7 and 8 and were looking thru and around aircraft with a flashlight until they were chased off by a skydiver camping in one of the aircraft. The airport relies on occasional drive-thrus by the County Sheriff for overnight airport security. There is no security signage up on any of the airport gates warning intruders of the penalties for trespassing. **Board members unanimously suggested that security signage be placed at all gate entrances** (This was also suggested during our last security inspection).
- Damage done to the perimeter fence, by a business in the Industrial Park, near the gate by hangers 17 & 19, has been partially repaired (posts have been replaced). Three months after the damage was done the fence mesh is still in need of repair. **Board Members advised Airport Management to serve notice to the business that they have 30 days to complete repairs, after that the fence will be repaired and they will be billed.**

Airport Development:

- Jack Slagle has been looking into attracting UAV (Unmanned Aerial Vehicle) development companies to Fremont County Airport as a business opportunity. He provided a list of 93 companies in the U.S. that are engaged in UAV development. He stated companies are interested in establishing bases of operations for testing and developing UAVs for both military and commercial applications. Fremont County Airport could be considered as a base of operations for high altitude testing. He was asked how UAV traffic would blend with general aviation traffic at Fremont County. UAVs can depart and arrive on their own. They are not flown by ground based personnel. Because UAVs are not yet fully autonomous (they cannot "see and avoid" other traffic on their own) airports that launch and recover UAVs must NOTAM the field closed for each launch and recovery (typically a 30 minute window around each event). This requirement raised great concerns about restricted use of the airport among several in attendance. Much discussion followed about whether or not we wanted to pursue this as a business opportunity. Attendees requested that any future meetings on this subject be widely advertised to airport tenants so they could participate in discussions and influence subsequent decisions regarding UAV operations at the airport.

Finance:

- Fuel sales were up slightly (avgas & jet). Jet sales were bouyed by fire support operations. Overall sales were down slightly from last year.

Operating Procedures:

- Operating Procedures for the Airport Advisory board currently call for an annual review. Board members discussed changing this review to "as required".

By Motion and Unanimous Consent the board voted to change the frequency of review of Operating Procedures from "annual" to "as required".

Old Business

- None

New Business

- Something needs to be done to provide better drainage around the main terminal office building. Every time it rains the office building gets flooded. It was decided that the problem should be discussed with Don Moore, County Engineer, to evaluate and present possible solutions.
- An Airshow, being considered for 2017, will require significant financial support from sponsors. The budget for the 2015 Airshow was \$15,000. Richard Baker has said that sponsors such as Phillips and Armstrong would contribute twice the amount of their past contributions for 2017 since there was no Airshow in 2016. County Commissioners are being asked to identify what the County will contribute to a 2017 Airshow. Commissioners have asked what the return on that investment will be. While the Airshow was very good for community relations the financial return on that total investment was minimal, however, if County donations for the 2015 Airshow were measured against non-County donations the County's return on it's financial investment was significant (The County contributed \$2000 to last year's Airshow. In return, all other sponsors contributed \$13,560 to the County – which was spent on the Airshow - a return on the County investment of 578%. In addition, the County realized the good community relations that were created from it's presentation of the Airshow and a better community understanding of the benefits an airport brings to the community).

There being no further items for discussion the meeting was adjourned at 8:15 am.

Minutes submitted by Jim Woolworth