

WHITE PINE COUNTY AIRPORT ADVISORY BOARD

Date: Tuesday, March 1, 2022

Time: 1:00 p.m.

Location: Ely Jet Center

Present: Tim Parish, Mike Coster, Dan Netcher, Airport Manager Mark Holloway

Also Present: Lori Romero, Secretary, Chris Nocks and Justin Pietz with Armstrong Consultants, Henry Steward

CALL TO ORDER

Tim Parish called the meeting to order at 1:00 p.m. Dan Netcher was welcomed to the board.

COMMENTS FROM THE PUBLIC

1.*DISCUSSION/FOR POSSIBLE ACTION: MINUTES-CORRECTION AND/OR APPROVAL:

February 1, 2022 – Mike Coster made the motion to approve the minutes. Tim Parish seconded the motion. All approved. Dan Netcher abstained.

2. *DISCUSSION/FOR POSSIBLE ACTION: Selection of Chairman and Vice Chairman

Mike Coster made the motion to appoint Dan Netcher as Chairman through December 31, 2022. Tim Parish seconded the motion. All approved.

Mike Coster made the motion to appoint Tim Parish as Vice Chairman. Dan Netcher seconded the motion. All approved. Will come effective April 2022.

3. INFORMATION ONLY: Airport Usage Report

Tim Parish presented the Airport Usage spreadsheet. January and February had increase in traffic and fuel sales over the previous two years.

4. INFORMATION ONLY: Report from the Airport Manager

Airport Manager Mark Holloway reported the following:

- A. The County has changed the daily receipt report to monthly for the airport
- B. Armstrong Consultants are present at the meeting to discuss the crosswind runway and future projects for the airport

5. *DISCUSSION/FOR POSSIBLE ACTION: Discussion Only: Monthly review of lease and rental agreements including Hangar 1 and related payments received to include detail of monthly rents, ramp and tie down collections, and fuel flowage fees

Airport Manager Mark Holloway stated he doesn't have a county report showing this information. Tim Parish presented a handout representing fuel and flowage fees collected that is part of a report created by his company. He added flowage fees are being paid at the time of delivery. Mike Coster inquired about a helicopter taking off without paying. Mark Holloway stated the company has been contacted and the check is in the mail. Tim Parish stated there is another incident with another helicopter that didn't pay and is being tracked down. Tie-down and dry camping fees are split 50/50 between the county and the FOB.

6. *DISCUSSION/FOR POSSIBLE ACTION: Regarding Crosswind Runway

Chris Nocks gave a history to the decoupling and rehab of the crosswind runway (12/30). The current plan is to preserve the runway by repairing the cracks and fog seal in hopes that in the future there maybe FAA funding to put toward it. Armstrong Consultants recommends making maintenance of the crosswind runway project part of the bid for the FAA project as a separate project since the funding is from a different source in hopes of getting a better cost for the project.

7. *DISCUSSION/FOR POSSIBLE ACTION: Forecast of Airport Grounds and Facilities Maintenance through 2022

Chris Nocks stated if ACIP season and time to update the 5 year plan for airport projects 2023-2027. He spoke of the FAA funding available and the match required. The current ACIP has the 2023 project as the design of the perimeter fence and 2024 the bid & construction of perimeter fence. 2025 to acquire snow removal equipment with BIL funding and 2026 construct helicopter pads with BIL funding and reconstruct the terminal area apron with FAA funding. Mike Coster stated there has been an increase in helicopter traffic. Tim Parish added it would be nice to have a place to park large helicopters. Chris Nocks recommended flipping the priorities in the ACIP. Move the reconstruction of the terminal area apron to 2023 for design and 2024 bid and construction to include for helicopter parking. Push the perimeter fencing project out to 2026. Mike Coster responded he supported swapping the 2 projects. Chris Nocks opening discussion about the BIL funding and projects. He inquired about the snow removal equipment. It was the consensus of the board members snow removal equipment and a broom would be beneficial to have at the airport. Tim Parish suggested lights on the taxiway.

8. *DISCUSSION/FOR POSSIBLE ACTION: Proposed Airport Regulations

Airport Manager Mark Holloway asked the board members to review the document and mark changes to the draft of the new regulations. Dan Netcher and Mike Coster inquired why new regulations documents were being created when a regulation document exists. Mark Holloway stated there is a hard copy but not an electronic copy. Mike Coster stated the regulations were updated to address drones and hangars to be in compliance with airport regulations. Mike Coster made the motion to table this item. Tim Parish seconded. All approved. Dan Netcher suggested to find the electronic version and go from there with update there. There are regulations that exist and shouldn't be starting from scratch. Mike Coster re-enforced it is important to stay in compliance with the FAA but it needs to be done from the existing document.

9. INFORMATION ONLY: Advertising/Solicit for Airport Advisory Board Members

It was the consensus to remove this agenda item.

10. INFORMATION ONLY: Updates/Reports from Commission Liaison Travis Godon

It was the consensus to change this agenda item to read "Updates/Reports from a County Representative".

11. RECOMMENDATIONS: For County Commission Agenda Item

Mike Coster inquired about the status of the budget process. Mark Holloway stated he had met with the County Manager and Finance Director. He said they reduced some funds and moved others around. He didn't agree with their reducing the maintenance budget.

Dan Netcher suggested an increase in transient hangar user fee to accommodate the airport manager's time in notifying other hangar renters of transient user. Mike Coster responded the hangar fees had been discussed recently and there was no appetite to increase the fees.

12. RECOMMENDATIONS: For Airport Advisory Board Agenda Items

Agenda items were: Usage report; Airport Manager's Report; Discussion/Review of leases and rental agreements including Hangar 1; Discussion Regarding Crosswind Runway; Proposed Airport Regulations;

PUBLIC COMMENT

13. *FOR POSSIBLE ACTION: ADJOURNMENT:

As there was no further business to be addressed by the Airport Advisory Board, Tim Parish called for a motion to adjourn the meeting. Mike Coster made a motion to adjourn the meeting. Dan Netcher seconded the motion and the motion passed unanimously. The meeting was adjourned at 2:30 p.m.

Next Meeting Date: April 5, 2022

Yelland Field Airport Usage Report

	Private Planes	Commercial	Medical	Government	Total Enplanements
Jan-20	47	52	57	33	447
Feb-20	41	42	29	24	296
Mar-20	60	48	32	23	371
Apr-20	49	46	24	16	260
May-20	90	75	38	33	532
Jun-20	144	68	34	50	701
Jul-20	250	126	30	28	898
Aug-20	103	100	46	24	794
Sep-20	89	83	27	13	559
Oct-20	67	46	23	15	288
Nov-20	51	44	40	12	339
Dec-20	33	43	41	11	275
Yrly Total	1024	773	421	282	5760

	Private Planes	Commercial	Medical	Government	Total Enplanements
Jan-21	52	52	41	10	320
Feb-21	30	41	30	22	308
Mar-21	41	52	32	19	327
Apr-21	70	48	43	32	456
May-21	113	57	34	22	539
Jun-21	249	142	78	30	602
Jul-21	280	70	40	4	830
Aug-21	155	144	92	28	628
Sep-21	191	111	84	12	503
Oct-21	158	99	78	6	361
Nov-21	142	82	75	14	348
Dec-21	81	85	74	8	277
Yrly Total	1562	983	701	207	5499

	Private Planes	Commercial	Medical	Government	Total Enplanements
Jan-22	129	140	74	27	355
Feb-22	76	128	68	45	329
Mar-22					
Apr-22					
May-22					
Jun-22					
Jul-22					
Aug-22					
Sep-22					
Oct-22					
Nov-22					
Dec-22					
Yrly Total	205	268	142	72	684