

WHITE PINE COUNTY AIRPORT ADVISORY BOARD

Date: Tuesday, March 3, 2020

Time: 1:00 p.m.

Location: Ely Jet Center

Present: Tim Parish, Richard Barber, Mike Coster, Airport Manager Lance Gale, Commission Liaison Travis Godon

Also Present: Dan Netcher, Tim Keough, Lori Romero, Secretary

CALL TO ORDER

Tim Parish called the meeting to order at 1:00 p.m.

COMMENTS FROM THE PUBLIC

Dan Netcher stated he was on the Airport Advisory Board for years and was told it was an advisory board. He went on to say the Airport Manager covers the oversight of the airport and reports to the County Commission. That Lance doesn't work for the board.

Lance Gale shared a picture of what the airport looked like 80 years ago when Navy training was taking place.

1.*DISCUSSION/FOR POSSIBLE ACTION: MINUTES-CORRECTION AND/OR APPROVAL: January 14, 2020 – Tabled

2. INFORMATION ONLY: Airport Usage Report

Tim Parish presented the Airport Usage spreadsheet.

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

Mike Coster expressed his interest in serving on the board is to ensure the airport is collecting fees due to be financial stable. The first page of the charter states the board is to advise the County Commission. One: Review annually fees to ensure equal and fairness to all the tenants. Two: Review commercial leases to manage and equal fairness. This funding can be put towards projects that don't qualify for Federal funds that Lance would like to do. Mike gave some examples of differing and unfair situations involving tenants with fees. The question was asked about Guardian collecting fees and keeping ½. Tim Parish responded saying when Steve Stork was Airport Manager Guardian was asked to keep track of enplanements, collect fees since we are always here. Guardian was told to keep ½ of the fees and tie down fees. Lance Gale stated the County receives a check annually from Guardian for all the fees and there is a detailed list of what the check is for. There was still the feeling the County was anxious to accommodate one company and not fair to the other company who is paying higher rent. Commissioner Godon responded that MedX One will be completing their hangar soon and we need to move forward. Mike Coster stated there appears to be no timelines to see that the new hangar becomes reality. It has already been longer than stated in the beginning. Tim Keough stated the new MedX One hangar will hold one plane and word is they want to bring in a second plane. Commissioner Godon agreed this needs to be looked at by the Commission and they may need to put some guidelines in place to ensure the new hangar is completed plus look at fixing the rental amount.

Mike Coster inquired what the future is for hangar 1. It was expressed MedX One was thought to be a short term use of the Navy Hangar and paid for hangar 1 for others that had to move from the Navy Hangar. The local pilots have been inconvenienced.

4. *DISCUSSION/FOR POSSIBLE ACTION: Discussion Only: Review of physical plant such as signage, lighting, ASOS operation by Federal Government, weeds, and trash/broken glass

Mike Coster expressed concern regarding weeds by Hangar 1 & 2, direction signage falling over, clean up broken plastic outside area rented by Lance Gale, and is ASOS recording for current weather since there seems to be missing data at times. Lance responded the broken plastic is taken care of and the ASOS is checked every morning.

5. *DISCUSSION/FOR POSSIBLE ACTION: Request for monthly written Manager's Report and inclusion of usage date and fuel flowage

Mike Coster expressed he wanted a way to ensure flowage fees are being collected. Tim Parish responded they track and collect on the airport. He stated most pilots will ask to pay flowage fee before they leave. Lance Gale receives an annual report showing the monthly fuel flowage fees. Mike inquired of the other board members if they would like to see a monthly written Manager's report. It was the consensus no one wanted to put more work on Lance and to leave it to him.

6. *DISCUSSION/FOR POSSIBLE ACTION: Request for copies and review of bids (whether oral or written) for repairs to ramp adjacent to Hangar 1 and 2, to include bidder names

Airport Manager Lance Gale reported information has been given to four local contractors. The bids have to be written and will be approved by the County Commission.

7. INFORMATION ONLY: Report on Armstrong Consultant meetings with Airport Manager, Advisory Board, or County Commission in fiscal year 2020, past or planned

Tim Parish stated Armstrong has attended a meeting here or there to discuss projects. Lance Gale will be attending an Airport Capital Improvement Projects meeting next week and will report on it at the April meeting.

8. *DISCUSSION/FOR POSSIBLE ACTION: Discussion Only: Revisions to Airport Fees (hangar, tie down, and commercial fees, etc.) schedule last set circa 2015

Lance Gale requested this be tabled to the April meeting. He has requested information from other airports regarding their fees and he will be attending the Nevada Airport Manager's meeting to gather more information for comparisons.

9. INFORMATION ONLY: Update on the Airport 5 Year ACIP Plan

Lance Gale presented a handout of the airport capital improvement plan for the next 5 years. He stated the 2019 project involving the South ramp will be completed in April. There is no project for 2020. The County has the matching funds for the future projects set aside. Lance will be meeting with the FAA to discuss the future projects in the next couple of days and requested if the members had suggestions to be considered to please let him know.

10. INFORMATION ONLY: Update on ARFF Training Certification from White Pine County

Lance Gale read the letter of intent into to the record. (Copy attached)

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

Travis Godon stated the letter of intent will provide the commitment of the Commission to provide ARFF personnel if a company wants to come in to provide air service.

12. INFORMATION ONLY: Report from the Airport Manager

Written report attached.

13. RECOMMENDATIONS: For County Commission Agenda Items

ARFF training and certification for discussion.

14. RECOMMENDATIONS: For Airport Advisory Board Agenda Items

Agenda items were: Usage report; Discussion/Review of leases and rental agreements; Discussion/Review of Airport Fees (hangar, tie down, and commercial fees, etc.); Discussion of Termination/revision of MedX One Agreement; Discussion of Guardian Collecting Fees

It was suggested to move the Airport Manager's Report to the first of the agenda.

PUBLIC COMMENT

Richard Barber inquired if anyone was planning on attending the Airport Manager's meeting in Tonopah in April. Airport Manager Lance Gale will be attending the meeting. It was suggested to move the April meeting to the second Tuesday so Lance could report on the meeting.

15. *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. Richard Barber seconded the motion and the motion passed unanimously. The meeting was adjourned at 2:45p.m.

Next Meeting Date: April 14, 2020