AIRPORT COMMISSION MEETING MINUTES: **Thursday, September 28, 2023**

1. Roll Call

The Thursday, September 28, 2023 JFK Airport Commission meeting was called to order by Chair Lloyd Orentstein at 4:30 p.m.

PRESENT: Lloyd Orensten, Carol Ortman, Richard Huber

ABSENT: Blake Ellefson (Excused), John Coffey (Excused)

ALSO PRESENT: Bill Moore and Wayne Gureskey EAA

2. Approval of Minutes

a. Thursday July 27, 2023 Meeting Minutes

Carol Ortman moved, seconded by Richard Huber to approve the July 27, 2023 minutes. The motion carried unanimously by voice vote.

3. Citizen Participation Period

Wayne Gerskey, EAA representative, spoke in regards to an EAA Event taking place on October 21, 2023 from 11am-3pm at JFK Airport. This event will serve as an open house for the new EAA chapter home. The event will have brats, aircrafts, and people there to talk about what the chapter does. The EAA will advertise this event with flyers and social media, will possibly put in the local paper and on the local radio stations.

4. Commission Items

a. Remaining ARPA Funds

Moore spoke with the JFK representative from the Bureau of Aeronautics and confirmed that all the airport ARPA funding has now been spent.

b. Airport Rates and Charges Discussion

Discussion was held about current airport rates and the change in charges for 2024. Moore made a proposal to raise hanger rents at JFK Airport. Currently, hanger rates are at 11 cents per square foot, and have not been raised in 4 years. Moore recommends raising hanger rents to 13 cents per square foot in 2024. Moore recommends no increase in costs for fuel and oil at JFK Airport. Moore requests that the Commission updates the charges for holiday airport callout fees, increasing from the normal fee of $100 per callout to $150 per callout on federal holidays. Orenstein suggests adding this increased charge to one day before the

holiday, the holiday date, and one day after the holiday. Moore recommends increasing the City-owned hanger overnight fee from $30.00 plus tax per night to $40.00 plus tax per night. Moore recommends no fee increase for parking at the airport or for car rentals from JFK Airport.

Motion by Richard Huber, second by Carol Ortman to raise the callout fee for federal holidays from $100 to $150, with this fee increase including the day of the holiday along with the day before and day after the holiday, and raise hanger leases from 11 to 13 cents per square foot, and overnight hanger rent from $30 plus tax to $40 plus tax. Motion passed unanimously by voice vote.

c. Airport Hanger Ground Leases
Discussed with item 4b. Commissioners voted to increase hanger ground leases from 11cents per square foot to 13cents per square foot.

d. 2023 JFK Memorial Airport Crack Seal, Micro Surface, and Pavement Marking Update
Moore informed all parties that Runway 1331 at the JFK Airport will be closed October 2-5 to complete the crack seal project. New pavement markings on runway 1331 will be completed 10 to 14 days after the crack seal project is finished.

e. City Hanger Door Preventive Maintenance
Moore informed the commission that he will be inspecting the City Hanger door. He would like to make sure all cables and mechanics are working correctly.

f. T-8 New Holland Extended Warranty
Discussion was held about New Holland warranty options from two different vendors. Motion by Huber, seconded by Ortman to approve entering into a warranty agreement with Lulich for 15,413.00 for a 5 year warranty that includes time and travel. The motion passed unanimously by roll call vote.

g. Winter Prepping of Equipment Update
Moore is in the final steps of prepping equipment for the winter.

5. Airport Manager's Report

a. Flail Mower Update
Flail mower has been repaired and is being used.

b. Loftness Snow Blower Update
Airport employee David Skinnes is going to assist Moore with assembly of the two new augers for the snow blower.

c. Titan Aviation Fuels Inspection
Fuel inspection was completed on September 27, 2023, inspectors made some recommendations on how to improve the fuel truck and airport staff will begin to implement these suggestions.

d. 100 LL Fuctionality Test Results
Current on 100LL testing, all leak reports and inspections have been submitted.

6. Approval of Bills

Motion to approve to pay the bills from July and August 2023 totaling $49,000.00, biggest costs being fuel and new radio for the office, by Ortman, second by Huber. The motion passed unanimously.

7. Set Next Meeting Date

The next Airport Commission meeting will be held on, November 16 at 4:30pm at the JFK Airport.

8. Adjournment

Carol Ortman moved, seconded by Richard Huber to adjourn. The motion carried unanimously by voice vote.