

AIRPORT COMMISSION
REGULAR MEETING MINUTES
JULY 9, 2012

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| A | CALL TO ORDER: Vice Chairman Day called to order the duly posted Airport Commission meeting at approximately 6:30 p.m. in the Payson Town Council Chambers. | Meeting Time & Place |
| B | PLEDGE OF ALLEGIANCE | Pledge of Allegiance |
| C | ROLL CALL: Bill Day, Dick Garmon, Robert Henley, Ray Law, and Dan Nyhus and were present. Jim Hunt and Jon Barber were absent. | Roll Call |
| | STAFF PRESENT: Beth Myers, Airport Coordinator was present. LaRon Garrett and Tim Wright were absent. | Staff Attending |
| | OTHERS PRESENT: A number of the airport community was present. | Others Attending |
| D | PUBLIC COMMENTS: Bill Day asked for any items not on the Agenda from the public. None were offered. | Public Comments |
| E | MINUTES: Minutes from June 11, 2012 meeting were presented for approval. Noted grammatical corrections to be made. Motion made by Law, seconded by Dan Nyhus, approved as corrected. | Minutes |
| F | 1. Vice Chairman Day opened discussion of Chapter 95/Airport Rules and Regulations. Dan Nyhus discussed some of the changes made by Tim Wright and some inconsistencies and formatting that should be adjusted.
95.04D: add aircraft owner to permit a hired mechanic to perform work in that hangar.
95.04J is redundant with 95.03B. Strike J and adopt B was agreed upon. Henley motioned to make this change, seconded by Law, unanimous by all with none opposed.
95.06E almost everywhere else it said the town now says the manager. Definitions now state "town manager or persons designated by the manager" which clarifies this. Motion to accept by Day with second by Law, unanimous by all with none opposed.
Numbers under E did not get sequenced properly.
95.07N is referred to in 95.06E but is not clear, with specifics lost. Suggested to put detail in E. Motion to approve changes by Nyhus with second by Henley, unanimous by all with none opposed.
95.07P is an example "airport grounds" have not been replaced by "airport." An easy search could be done for those words to replace, providing consistency. Vehicle has been replaced with motor vehicle in several locations.
95.10G questions on "notwithstanding his lease" and "his" should become his or her. "Breach of performance or service covenants" are legal terms. The overall meaning is about paying their bills but clarity is needed.
95.13 refers to residential aviation activities. Paragraph B missing the word "shall" and the lettering indicates two B items. Echo will be the last item when corrected.
95.14A intent is reflected in paragraph B. Replace the word "can" with "the owner intends to" in paragraph A. | Chapter 95 |

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95.09B Paul Pitkin remarked "Open Flames" is restrictive. Response was that UL approved items would be permitted.

95.03C Jim Garner brought up a conversation about "temporary leases" and designating the period of time, saying that long term leases need to go before Town Council, not by the manager. Grant assurances define many lease requirements. A copy will be sent to Board members.

95.06E Parking areas need to go back to Town Council for any regulations within the town limits. Tim needs to be consulted on this matter. Margie Oldenkamp stated generally dealing with leases with towns or city involves capital improvements. If no capital improvements are made it is different than simply basing an aircraft on the field. Garner said 95.11B already states no person can operate a commercial business unless they have a lease approved by the town.

Dan Nyhus was thanked again for his review.

Motion to forward to the Town Council to approve the above as amended, made by Day and seconded by Law. Approved by all members, none opposed.

2. Strategic Planning Responsibilities for Airport Commissioners: These are focus areas to work together, but are not committees or subcommittees. Volunteers for the committees were as discussed with a maximum of three per category. Henley brought up that Tasks are the same for two Focus areas: Planning/Development and Community Interface and Public Relations. Is this a cut and paste error? This will be examined and adjusted. Henley moved to accept this with amendments as discussed. Seconded by Nyhus. Approved by all members, none opposed.

Strategic Planning

3. Through the Fence access issues. LaRon has had serious surgery and is unable to prepare any documents at this time. Day suggested it be tabled until the August or later meeting.

Through The Fence

4. Airport Capital Improvement program handouts were discussed briefly with a decision to table this until the August meeting for additional information from LaRon.

Airport Capital Improvement

5. Helipad Lighting. Beth informed the Commission that the lights were repositioned down so not to face Airport Road. Dan discussed it now shines too much on the taxiway. If a three sided shield were made for each light, it would prevent the light from escaping. It was decided Beth, Nyhus and Law would do a night inspection after the meeting.

Helipad Lighting

6. Volunteer Service at the Airport: In order to be a volunteer, it is required that a person complete the Volunteer Application and be fingerprinted. Oldenkamp suggested a mass email should be sent to encourage more participation, and that a list be made of possible activities they could be asked to do as a Volunteer.

Volunteer Service

7. Submitting KPAN Nomination for Airport of the Year: Beth mentioned that Ralph Larkin is spearheading this nomination. Letters of support are needed from the users and public to justify the nomination. Letters may be given to Beth to be passed to Ralph for submission to Joe Husband who is

Airport of the Year Nomination

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heading up the committee. Forest Service commented to Garmon how welcome they have been made to feel at Payson.

- G. Management Report and Discussion: Beth discussed her resignation. It will be a bit of time before a replacement is hired. Jesse Wallace will cover the airport in the interim. Day thanked Beth for her service, recently and over the years. A large group met the prior evening and was enjoyed by all and so appreciated by Beth. Beth thanked everyone for the opportunity she has enjoyed at Payson Airport and wishes it well. Management Report
- H August 13th, 2012 is the next meeting. Requests for Agenda items for that meeting should include considering purchase of the 24 Volt charger offered by Bravo Partners for \$600, the last FAA 5010 report about things that are wrong at the airport, and the Airport Courtesy Car. Future Meeting
- I Adjournment motion was made by Henley and seconded by Garmon. Meeting adjourned at 7:57pm. Adjourn

Approved:

Date:

Vice Chairman Day

ATTEST:

Beth Myers, Airport Coordinator

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Airport Commission of the Town of Payson held on the 9th day of July, 2012. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this ____ day of _____, 2012.

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Beth Myers, Airport Coordinator

Affix Town Seal

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bjm