

TOWN OF PAYSON
AIRPORT COMMISSION
REGULAR MEETING MINUTES
OCTOBER 8, 2012

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| A | CALL TO ORDER: Chairman Hunt 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: Jim Hunt, Bill Day, Dick Garmon, Robert Henley, Dan Nyhus, and Jon Barber were present. | Roll Call |
| | STAFF PRESENT: LaRon Garrett, Assistant Town Manager and Ray Law, Airport Coordinator were present. | Staff Attending |
| | OTHERS PRESENT: Five members of the airport community were present. | Others Attending |
| D | PUBLIC COMMENTS: Chairman Hunt asked for any comments from the public on items not on the Agenda. Member Henley reported the successful results of the EAA Young Eagles event on Saturday, October 6th. He thanked the airport staff for their assistance. The event gave flights to 85 young people and there were 11 aircraft who participated. Also, Member Barber challenged the other Commissioners to become official volunteers. | Public Comments |
| E | MINUTES: Minutes from September 10, 2012 meeting were presented for approval. Vice Chairman Day had one correction to the minutes. Chairman Hunt requested a motion to approve the minutes as corrected. Motion to approve was made by Vice Chairman Day and seconded by Member Garmon. Approved 6-0. | Minutes |
| F | ITEMS FOR DISCUSSION/POSSIBLE ACTION | |
| | 1. Airport Courtesy Car -
Chairman Hunt asked Mr. Garrett if there were any comments about the car. Mr. Garrett stated that he had heard that there was some possible fund raising for the car being done by the local pilot organizations, but did not know the status of that. Member Henley asked Mr. Garrett if the Town mechanic had been able to inspect the car that was being considered. Mr. Garrett was not sure if that had taken place yet. Member Henley went on to say that the EAA Chapter had determined that they did not have strong enough support from their membership to take money from their treasury to donate towards purchasing the car. He also said that he had been told that the Payson Pilots Association board had decided not to donate either. Member Henley also stated that there were a couple of individuals who had expressed a willingness to donate a total of around \$550 | Airport Courtesy Car |

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towards the car. He went on to say that there were other individuals who might also donate. Vice Chairman Day inquired which car was being considered and Member Henley stated that it was the car Dennis Romain had offered. Mr. Law stated that Mr. Romain had stopped by the office to say that he would be unavailable for the month of October and he brought a copy of a letter from a lawyer stating that the car was still in the probate process. Chairman Hunt asked about the price of the car and Member Hensley stated he thought it was around \$1852. Mr. Romain had indicated to Member Hensley that he might be able to donate perhaps half of that money for the purchase of the car, but that was not in writing nor had that been discussed recently. Chairman Hunt summarized what had been discussed and recommended tabling the matter for a future meeting until the car was legally available and Mr. Romain returned. He also stated that if more fund raising was necessary, the Commission would be willing to help organize that. There were no other comments from Commission members or the audience.

2. AWOS Replacement-

AWOS Replacement

Mr. Garrett reported that the FAA and ADOT had approved the bid and awarded the contract to a contractor in Tucson. The Town is waiting for the bond and signed contract to be sent back so they can authorize the work to begin. Chairman Hunt asked if the new location for the AWOS equipment was in compliance with the ACIP. Mr. Garrett replied that it was. Vice Chairman Day asked Mr. Garret to confirm that the cost of the project was about \$221,000. Mr. Garrett confirmed that and said that FAA was paying 92%, ADOT was paying 4%, and the Town was paying 4%. Chairman Hunt confirmed with Mr. Garrett that the Town had approved paying their amount. Jim Garner asked a couple of questions regarding the installation of the AWOS that were answered by Mr. Garrett. No other discussion or actions were taken.

3. Renaming of Payson Airport-

Renaming Payson
Airport

Chairman Hunt asked for comments. Vice Chairman Day said that he had originally heard this proposal at a Payson Pilots Association meeting. He had then mentioned it to Mr. Garrett and then contacted Dennis Corsi at Armstrong to inquire about the process. Mr. Corsi sent an e-mail to Vice Chairman Day and Mr. Garrett outlining the process that had to be done. Vice Chairman Day went on to say that this was a very preliminary study and that he hoped to hear other comments from Commission members and the public. He realized that any such change would have to go through the Town Council. He said that he felt Rich Henry had played an important role in the development of the airport. He reminded everyone that Mr. Henry had suffered a stroke recently. Chairman Hunt asked for comments from the Commission. Member Henley echoed the admiration for Mr. and Mrs. Henry and gave a short history of their involvement with the

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airport and the restaurant. He concurred that there would be no one more deserving of such an honor. Member Henley inquired as to what the actual process would be to rename the airport. Vice Chairman Day stated that the process with the FAA seemed simple and that Mr. Corsi had suggested that the potential name would be Payson Municipal Airport, Rich Henry Field. Mr. Garrett agreed that the process with the FAA would not be difficult, but that the political process with the Town Council would be the major concern. Mr. Garner commented that a name change was a good idea, but that perhaps the name should include both Mr. and Mrs. Henry's name. Paul Pitkin also commented that he agreed that Mr. Henry was deserving of the airport being named after him; even though Mr. Henry had said that he felt there were other people more deserving of the honor. Mr. Pitkin hoped that no one on the council would have an objection to naming the airport after Mr. Henry. Chairman Hunt asked Mr. Pitkin if he thought anyone in the Payson Pilots Association would have any objection. Mr. Pitkin indicated that he did not know of anyone who would object, except Mr. Henry himself. Chairman Hunt asked Member Henley if he knew of anyone at the EAA Chapter that would object. Member Henley indicated that he did not know of anyone. Member Barber suggested that the Commission start the process now and get it sent to Council. He also suggested having only Mr. Henry's name for the airport and then in the future when a new terminal was built, then add Mrs. Henry's name since she had been so involved with the restaurant. He felt that the airport name would be too long if Mr. and Mrs. Henry's names were used. Member Barber moved that the airport be named after Rich Henry. Member Henley seconded the motion. Chairman Hunt asked for any discussion then called for the vote. Motion was passed 6 - 0.

Chairman Hunt then asked Mr. Garrett to approach the Town leadership regarding the proposal. Mr. Garrett stated that he would and that in the past, the Town has not typically named anything after someone, so he felt that was the biggest issue he could see. Chairman Hunt thought the proposal should come from the Commission stating why they felt Rich Henry was deserving of having the airport named in his honor. Member Barber suggested that Vice Chairman Day and Paul Pitkin might be willing to spearhead the effort. They both agreed to take on the effort. Chairman Hunt also requested that the proposal include adding Mrs. Henry's name when the terminal building is built. That way it would be a completed package regardless of who is serving on the Airport Commission when the terminal is built.

4. Leased Storage Space for Payson Pilots Association (PPA)-
Chairman Hunt asked Mr. Pitkin to start the discussion. Mr. Pitkin stated that since most of the activities the PPA holds occurs on the airport, they would like to have a place to store their tables, chairs, etc.

Leased Storage Space
for Payson Pilots
Association

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Their proposal is to lease space on the airport property for a small container (perhaps 18 feet) which would be moveable if needed. He stated there is no urgent requirement right now, but he hoped the matter could be considered for future action. Vice Chairman Day asked what one of the storage units would cost. Mr. Pitkin stated it would be about \$1000. Member Garmon asked Mr. Garrett what the process would be for such a lease. Mr. Garrett stated that he would track down the requirements for such a lease. Chairman Hunt stated that perhaps in the future, other organizations might also wish to take advantage of such a lease. He asked Mr. Garrett to please check with the Legal department to see if there was a difference whether an organization was a 501-3C or not.

G Management Report and Discussion

Management Report

Mr. Law reported on the successful events that had occurred during the month to include the Arizona Pilots Association/American Yankee Association/Recreational Aircraft Federation Fly-in Campout and the EAA Young Eagles flights. He also reported that the airport mower had been repaired and was back in operation. Mr. Law stated that he has requested pavement repair on the road to the Fuel Farm. Also, C and S Engineering came to the airport on October 2nd to survey the condition of the runway and taxiway pavement for ADOT's Pavement Preservation Program. Mr. Law also wanted to publicly thank Jesse Wallace for his hard work preparing the airport and campground for the two large events this past month. In addition, Mr. Law thanked Commissioner Garmon for his volunteer work removing the weeds and grass from the embankment in front of the Crosswinds Restaurant. Chairman Hunt asked if C & S Engineering had any comments about the runway/taxiway condition. Mr. Law stated that one of the engineers had stated that the pavement was "better than they expected". Mr. Garrett stated that he had not heard anything, but that their report should be out soon. He reminded the Commission that the pavement crack sealing work was scheduled for Fiscal Year 2014. There was a short discussion regarding whether ADOT would provide any work on the ramps. Mr. Garrett stated that the ramps were in the program but were several years out. Mr. Law continued his report stating that he and Mr. Garrett would be traveling to Phoenix Friday for the Arizona Airport Association Fall Conference. Chairman Hunt thanked Mr. Law for his hard work.

Member Nyhus asked about the timing of the planned move of the taxiway for the ACIP requirement and if it would occur soon enough that it would result in the resurfacing of the taxiway one year and then tearing it up the next. Mr. Garrett stated that the move of the taxiway was still several years out and should not be a factor. He estimated the move of the taxiway could still be 8 to 10 years out. There was a

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short discussion about what had to happen before the taxiway could be moved.

H **Schedule of Future Meetings and Requests to Staff for the Placement of Items on Future Commission Agendas – No Discussion Permitted**

Future Meeting

Chairman Hunt stated that the next scheduled meeting was on Veteran's Day and he recommended that they not meet in November. The December 10th date which would be normal meeting date was in conflict with the PPA Holiday Dinner. The question came up as to whether there was a need to meet every month. Mr. Garrett stated that the requirement was to meet quarterly. Chairman Hunt recommended that they consider what items needed to be discussed and decide when the next meeting should occur. Member Henley asked whether the Commission would need to meet regarding the renaming of the airport. There was a short discussion about that topic culminating in the expectation that the Commission might have to meet again before the matter was sent to Council. Member Barber brought up a future agenda item to discuss the future leases on the restaurant and fuel concession. Chairman Hunt agreed that should be included on the next agenda. Mr. Garner suggested that perhaps the Commission should keep its scheduled meeting dates, then cancel them if not needed. Chairman Hunt agreed that was a good suggestion and reiterated that the November meeting would definitely be cancelled. Member Henley inquired about the replacement Commission member. Mr. Garrett stated that the individual they had offered it to had declined it. The Town had also realized that if they appointed someone now, their appointment would only go until the end of the year, so therefore it was decided not to appoint someone until the new year began. Member Henley asked if all the interested people would have to reapply. Mr. Garrett said that the Town retains applications for one year, so most would not have to reapply. If there were others that were interested, they could still apply before the end of the year. Member Henley confirmed that an e-mail had been sent out to the airport users asking for applications. Member Nyhus requested that another e-mail be sent with a new deadline for applying. Mr. Garrett stated that he would do that. Mr. Garner asked what the lengths of terms were for the Commission members. Mr. Garrett stated that it was different for some members, for instance Mr. Law's appointment was only to the end of the year where others were appointed for multiple years.

Chairman Hunt called for any additional agenda items. There were none.

I **Adjournment**

Adjourn

Adjournment motion was made by Vice Chairman Day, seconded by Member Henley. Meeting adjourned at 7:15 pm.

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Approved:



Chairman Hunt

Date: 17 JAN 13

ATTEST:



Ray Law, 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 8th day of October 2012. I further certify that the meeting was duly called and held and that a quorum was present.

DATED this 17th day of OCTOBER, 2012.



Ray Law, Airport Coordinator

Affix Town Seal

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