

AIRPORT ADVISORY BOARD MEETING
Fremont County Airport
March 14, 2012
7:00 am

Members Present: John Marietta, Chairman; Jim Woolworth, Secretary; Leonard Mino, Vice Chair

Members Absent: Dean Baird; Jay Seavy; Greg Tabuteau; Tom Schilf

Other Officials Present: Airport Manager, Richard Baker; Commissioner, Ed Norden; County Manager, George Sugars; County Engineer, Don Moore

Others Present: Walt Giffin, John Emmerling; Nick Bellino; John Mahan and Kendra Boysen of Out of the Blue Skydiving; Trish Donovan

The meeting was called to order at 7:05 am by Chairman John Marietta. Everyone was welcomed.

The following minutes were approved:

- December 7, 2011 Airport Advisory Board Meeting
- January 9, 2012 Airport Advisory Board Workshop Meeting
- February 1, 2012 Airport Advisory Board Workshop Meeting
- February 20, 2012 Airport Advisory Board Public Hearing

It was moved and seconded that only the quarterly Advisory Board Meeting will be titled as such; all other meetings will be titled as a workshop or public hearing. All minutes were approved with this exception.

Commissioners Report by Ed Norden:

- The Public Hearing on the Operating Rules and Regulations will be on April 10, 2012 at 10:00 am during the BOCC meeting in the Administration Building in LL3. Commissioner Norden said that this public hearing needs to be advertised/posted at the airport and on the airport website.
- There will be a meeting with Armstrong Consultants on March 21, 2012 in Room 208 from 1:00 pm to 3:00 pm to review the Rules and Regulations and to get an overview of the BOCC's process of the public hearing so that they understand what their obligations are in adopting and having these rules and regulations in place. Anyone who is interested may sit in on that meeting.
- Commissioner Norden said they will probably get an update on the progress of the Master Plan during the discussions with Armstrong Consultants.
- Airport Manager, Dick Baker, said that the draft of the Rules and Regulations have been passed onto the Airport District Office and the State Aeronautics Office for their comments. He hopes to get a reply in a few weeks.
- Commissioner Norden briefly discussed the lease assignment for Out of the Blue Skydiving. This needs to be received by the airport manager and the Advisory Committee and then put on the agenda for a BOCC meeting to be approved by the Commissioners.

Airport Manager's Report by Dick Baker:

- Grants
 - 90/10 split
 - State and local grant only – no Federal funds
 - AWOS (Automatic Weather Observation Station) – to update sensors. The BOCC approved this bid for \$45,000; had budgeted \$50,000, so they may do some additional upgrades on the system.
 - Fencing on perimeter of airport – Dick Baker will get with County Manager, George Sugars, to review the procurement policy. The bids have not gone out yet.
 - County Engineer, Don Moore, asked Dick Baker to point out on the map where the fencing will be.

Fremont Economic Development Committee Report:

- None

Standing Committee Reports: Per John Marietta, these Committees have just recently been organized. They have been busy with other meetings and may not have reports yet. John Marietta gave a listing of who is heading each committee:

Safety and Security: Jim Woolworth and Dean Baird

Development and Finance: Leonard Mino and Greg Tabuteau

Finance: Tom Schilf. John Marietta will get with Tom to do a year-end report.

Operating Procedures: Leonard and all other board members participate in the operating procedures. Biggest item is the approval of the Rules and Regulations, which now rests with the BOCC. Commissioner Norden again stressed the importance of making sure the April 10, 2012 public hearing is advertised sufficiently.

New Business:

- Discussion on Out of the Blue Skydiving business license (John Mahan and Kendra Boysen). A motion was made and seconded to approve the Assignment of Lease and the Sub Lease. This will go on the BOCC Agenda for the March 27, 2012 meeting. John Mahan asked if the approval of the Commercial Operating License would be included.
 - Discussion followed on drop-zone issues
 - Commissioner Norden said that the BOCC needs to make sure they are consistent on what they will do for all operators as to what the drop-zones are
 - Motion made and seconded to approve the Assignment of Lease and Sub Lease. Carried.
- Chairman John Marietta discussed having an "Airport Fly-In Open House". It will be the Fremont County Airports 66th anniversary in October of this year.
 - Possible dates of September 29, September 30, October 13 or October 14
 - After discussion of other conflicts such as Penrose Apple Days and that a Saturday would be a better attendance day, it was decided to try for Saturday, September 29th – motion made and seconded to accept September 29th for the Fly-In
 - EAA will do the breakfast portion
 - Will need crowd control and airport marshalling
 - Possibility of having antique car show again
- John Mahan of Out of the Blue Skydiving wanted to make some comments:
 - He would like the two speed bumps at the airport to be marked
 - It was suggested to use traffic cones on the speed bumps
 - A water truck crushed the culvert towards their hangar and he has requested that it be fixed

Old Business:

- Operating Rules and Regulations – with the BOCC. Meeting set.
- Revisions of Board Operating Procedures to reflect seven (7) members and staggered terms.
 - Commissioner Ed Norden suggested to leave them as is. This allows flexibility for the BOCC in the future. The 3-year terms are staggered to October. No action needed.
 - Pre-paid Fuel Program
 - Discussion followed – originally set up to accommodate higher volume users. It has been decided that the program should be available to regular users also, as long as they pre-pay.
 - Airport Master Plan update
 - Meeting with Armstrong Consultants on March 21, 2012 at Administration Building in room 208, 1:00- 3:00 pm. Meeting was requested by the Commissioners for the Rules and Regulations. They want a thorough understanding before the public hearing.
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Old Business (continued)

- The first three chapters of the Master Plan have been drafted for review – should have comments from them at the meeting.
- Could be a year long process
- Concern about activity level (traffic count) that the FAA may require. Dick Baker has been talking with them almost daily about this issue.
- Discussion followed on whether you can or cannot charge government entity's for use of the airport. Dick Baker explained who is considered a "government entity".

There being no further subjects for discussion, Chairman John Marietta adjourned the meeting at 7:35 am.

Minutes taken by Trish Donovan