

AIRPORT ADVISORY BOARD MEETING
Fremont County Airport
September 6, 2017
8:00 am

Members Present: Chairman John Marietta; Leonard Mino; Rich LeDoux; Tom Schielf; Jack Slagle; Bruce Claremont

Members Absent: Jim Woolworth

Other Officials Present: County Commissioner Tim Payne; County Manager Sunny Bryant; Airport Manager, Richard Baker; Assistant Airport Manager Wes Brandt

Others Present: Jake Hoben (Armstrong Consultants); John Rostas (Armstrong Consultants); Jim Wick

The meeting was called to order at 8:00 a.m. by Chairman John Marietta. Everyone was welcomed and the minutes from the previous Board meeting were then considered for board approval.

By Motion and Unanimous Consent the minutes of the 6/7/2017 Advisory Board meeting were approved.

Commissioners' Report

- Commissioner Payne reported that 5 applicants have been interviewed for three open positions on the Airport Advisory Board. Commissioners will vote on applicant selections for the Board on Tuesday, 9/12/17.
- County Manager Bryant attended to support an airport request for an updated report on Airport Liability Insurance and Capital Improvement plans.

Airport Manager's Report by Richard Baker

- Mr. Baker reviewed a list of airport projects being worked or under consideration for action:
 - Improve drainage in parking lot between office 14 and old terminal (County project)
 - Roof coating on bldg 14 to stop leaks
 - Overhead doors on bldg 14 (roll type)
 - Bird proofing and a floor in hangar 16
 - Sell 3000 gal jet truck and buy 5000 gal jet truck (increased storage)
 - Improve Jet tank pump flow rate
 - Improve AVGAS pump flow rate
 - Seal coat hangar 23 roof
 - Teardown or repair hangar 15
- A consultant has been contracted to study and report recommended rates and charges at the airport based on benchmarking 20 surrounding airfields in Colorado and adjacent states.
- Police reports have been obtained on two previous incidents at the airport (these were requested at the June Board meeting). A May 8 incident involving an intruder who entered airport property at night and engaged in suspicious activity and an incident in April 2016 involving damage to runway lights. There was no review or further discussion on the reports.
- Mr. Baker reported that airport project funds may not be available for the next two years. 2018 Budget planning (due year's end) will be affected by availability of project funds.
- FAA site approval has been obtained for two new hangar construction sites at the airport. One interested site builder has announced a delay in construction, a second potential builder has submitted a proposal.
- The division of wildland fire Helitac facility is now fully equipped with services and a land lease is in place. The County is still working with the state to secure a lease agreement for Helitac aircraft occupying hangar 4.
- There have been no new developments on the "thru-the-fence" agreement consummated with Jim Cole nearly one year ago.
- There was a discussion on the condition and appearance of hangars 11 & 12. Roof repairs were made on hangar 11 in response to previous complaints about the security of roof panels. Mr Baker stated that

nothing further could be done about the unsightly structure and appearance because both structures were covered by a 99-year lease agreement.

- The airport has posted a job opening for a person to replace Jim King. Of 14 applicants who applied 6 were interviewed. Of the top 3 candidates an offer was extended to the top candidate. The offer was declined (pay issue).
- Hail damage has been sustained by the #1 modular unit at the airfield. The skirt and the screens were perforated.
- Phillips conducted an inspection of the airport fuel supply, records, tanks and trucks. Results were good with only one discrepancy noted (on jet tank drain).
- There was a discussion on ramp and runway maintenance. Jake Hoben, of Armstrong Consultants, reviewed the schedule of contracts for ramp work and runway seal (the runway will be shutdown for a period of days to do the runway work).
- A drainage improvement plan, to alleviate flooding concerns in the main office, was described by Sunny Bryant.
- The status of hangars 15 & 16 (both county hangars) was discussed. Both are considered eyesores with structural deficiencies. It was suggested that they should be torn down and replaced and the additional hangar capacity was needed. It was also noted that, to proceed, the county would require a favorable cost/benefit analysis to justify the investment and then find the funds to invest.
- Jet A fueling capacity was discussed. It was suggested that if we increase our jet A fuel storage fuel capacity and/or pump capacity we could attract more fuel sales to Army helicopters from Ft. Carson. Mr. Baker suggested that a larger Jet A fuel truck would also support fire season peak demands for jet fuel that occasionally occur. Pump capacity on the fixed jet A tank is limited to 41 GPM. Pump capacity on the jet A truck is much higher but, when empty, the truck has to be refilled from the slower fixed farm fuel pump – limiting overall delivery capacity. The group agreed to explore ways of increasing pump capacity from the fixed jet A tank as an alternative to purchasing a larger jet A fuel truck.

Standing Committee Reports:

Safety & Security Report

- Previously, in the June board meeting, members discussed the lack of a good, available, ground communication link to emergency services in the event of an after hours mishap. Installation of an outdoor phone line to emergency dispatch was suggested.
Mr. Baker will determine if the inside land-line at the office can be modified to provide outside access to a 911 emergency use only port that can be used for after hours emergencies.

Development Report

- Airport management is considering adding a time limitation clause for construction of new hangars to lease agreements.

Finance Report

- Wes Brandt reviewed fuel sales figures, 2017 vs. 2016. Both AVGAS and Jet A sales were down slightly from 2016, attributed to a low fire season demand in Fremont County.

Operating Procedures

- Revision #2 to “Airport Rules and Regulations”, addressing helicopter operations at Fremont County Airport, was approved by the County Commissioners.
In the future, any change to airport operating procedures and regulations will require a public hearing prior to consideration for approval at the County Commissioners bi-monthly public meeting.

New Business

Airshow

- An Airshow planning meeting is scheduled for Friday, 9/18/2017 at the airport.
- Volunteers are asked to assemble at the airport at 8:00am the morning of Thursday, 9/14/2017, to assemble the crowd control fencing for the airshow.

Old Business

- Chairman Marietta recognized departing board members Jack Slagle and Jim Woolworth and thanked them for their service.

There being no further items for discussion Chairman Marietta adjourned the meeting at 9:05 am.

Minutes submitted by Jim Woolworth