



TO: Airport Advisory Commission Members
FROM: Michael Doi, Director of Public Works
DATE: November 16, 2023
SUBJECT: MINUTES - Airport Advisory Commission Meeting on November 16, 2023

Call to Order:

<u>Roll Call:</u>	<u>Present</u>	<u>Ex-Officio</u>
	x _____ Aaron Repp (Chairperson)	x _____ Don Miles (Park Superintendent)
	x _____ David Carlton	x _____ Michael Doi (Public Works Director)
	x _____ Davis Christensen	
	x _____ Phillip Wolford (FBO Rep)	<u>Public Members in Attendance:</u>
	x _____ Ken Springer (KCAP Rep)	_____ Scott Delawder
	<u>Absent</u>	
	_____ Council Liaison Bradley Hix	

Minutes Approval: Minutes of the 10/16/2023 meeting were reviewed and motioned to approve by (Christensen/Springer). Motion approved by unanimous consent.

Citizen Comments:

Scott Delawder said the hangar door latch was installed and the frame adjusted, the door closes great.

David Carlton said that everyone should make sure the latch is open before opening the door.

David Carlton said the outside conduit junction box for the switch to the motor needs to have a cover and the box may be the wrong size. Don Miles said he will investigate it.

Updates and Reports:

- FBO Update (Phillip Wolford)
 - No updates
- Airport Manager (Michael Doi) Update
 - The virtual meeting attendance ordinance was provided to the members.
 - Noted that updated committee contact information and status provided to members in packet – received, per members.
 - Provided update ON IDOT inspection remediation status.

- Airport Maintenance (Don Miles) Update
 - Various runway lights were replaced.
 - One latch installed on Delawder hangar – awaiting input before proceeding with installation on other hangars.

General Discussion of other Airport Related Topics:

Michael Doi provided responses to previous questions from committee members:

- Is Jeff Olson provided copies of the agenda and minutes? - **YES**
- Committee members were informed that an email was sent to Jeff Olson for updates on all projects.
- Find out how many members constitute a quorum. – **3 of 5 members**

A question was raised on whether crop insurance costs are split between the city and the leased farmland companies.

Don Miles asked where the commission would like to see the new maintenance building located (60' x 60') – waiting on options from Jeff Olson.

Don Miles – having trouble getting replacements for existing runway lights – needs updated LED's, thinks the cost is around \$3 million dollars.

David Christenson – why does airport classification matter?

Phillip Wolford – FAA provides less funding in general and puts funding limits on width and length of runways. In a conversation with Jeff Olson, Jeff said Galesburg could be classified as a regional airport. A smaller airport in Illinois was classified as a regional airport. Phillip is waiting for more information from Jeff.

Phillip brought up relocating the fence to allow for RV parking. The airport in Red Oak, Iowa is a good model. Power hookups and water would also be needed. Don Miles will check the power requirements for approximately eight stalls.

Scot Delawder would like security cameras.

Phillip said the city could charge for RV parking.

A discussion of the terminal building ensued. Michael Doi stated that the inspectors from community development did a walk through the building and agreed that the building was structurally sound. The commission requested a general cost to rehabilitate the building.

Phillips said Jet Air is not interested in rehabilitating the building. Others thought that another company might be interested in the building or that the building might be used as a “rest area”, like the rest areas along interstate highways. 24/7 access could be provided through key cards or a keyless

entry system.

Ken Springer asked about the status of the request from Mr. Maupin to construct a private airport hangar. Michael Doi stated that he met with Mr. Maupin. Mr. Maupin is spending the winter in Florida and will not be back until March and is amenable to waiting until he returns to proceed.

David Carlton: people going westbound on W Main Street are passing vehicles leaving Cactus Country and making it hard to turn east on W Main Street from the airport. He would like to see the No Passing zone extended.

Adjournment: The meeting adjourned at 3:59 p.m. on a motion by Springer/Christensen that passed unanimously.