

AIRPORT COMMISSION MEETING
October 30, 2018

A regular meeting of the City of Jackson Airport Commission was held in the Jackson Municipal Airport A/D building at 5 P.M. on October 31, 2018 with the following persons present: Airport Commission members Chairman Chris Handevidt, Paul Clymer, Kerry Ella, Matt Madden and FBO Paul Sanders, City Administrator Matt Skaret, Eric Hanson of HDR Engineering and Recording Secretary Dave Maschoff. (Airport Commission members Richard Hample and Tom Stoner were absent.) (A quorum of the Airport Commission was present.)

CALL THE MEETING TO ORDER

Commission Chairman Chris Handevidt called the October 30, 2018 regular meeting of the City of Jackson Airport Commission to order.

APPROVAL OF THE MINUTES FROM THE MAY 9, 2018 SPECIAL AIRPORT COMMISSION MEETING

Handevidt asked if there were any corrections, additions or subtractions to the minutes of the May 9, 2018 Special Airport Commission meeting. Hearing none, Handevidt asked for a motion to approve the minutes.

MADDEN/CLYMER moved and it was unanimously carried to approve the minutes of the May 9, 2018 Special Airport Commission meeting.

AIRPORT MASTER PLAN UPDATE – 2019 JACKSON AIRPORT CAPITAL IMPROVEMENT PROGRAM

Eric Hanson of HDR Engineering reported the City of Jackson received the grant for the parallel runway project in late September. Hanson said he's spoken with Gina Mitchell of the FAA regarding the proposed plans for the airport project. He said Mitchell raised questions about the runway protection zones for the new parallel runway.

Hanson showed the Airport Commission members several layouts showing the proposed runway and issues pertaining to the runway protection zones (RPZ) at each end of the runway. Hanson pointed out possible options regarding and adjustment of the new runway to meet the FAA's requirements pertaining to the runway protection zones. He noted the options could include moving the runway approximately another 300 feet further to the northeast of the original plan for the parallel runway for a total of about 550 feet from the current runway. Hanson noted the FAA's runway protection zone requirements also include keeping the RPZ out of the highway right-of-ways. He said the options could include the purchase of additional land to meet the requirements.

Hanson said he emailed Mitchell about a month ago and has not heard anything back from her. Hanson said he can contact her again with additional information.

Hanson suggested scheduling a meeting with Mitchell so Airport Commission members and City Administrator Skaret can discuss the proposed plans for the parallel runway project.

Hanson said he would call Mitchell to schedule a meeting with her.

Airport Commission members also reviewed the airport's Capital Improvement Program for 2019 to 2035.

Skaret pointed out one thing added was the purchase of snow removal equipment in 2022. He said the current snowplow at the airport is a 1994 model.

Crack Sealing

Hansen reported the crack sealing on the airport runway is completed. He said a pay request is being submitted to the City Council.

MADDEN/ELLA moved and it was unanimously carried to recommend to the City Council to approve the Pay Request from the contractor for the crack sealing project on the airport runway.

AIRPORT RISERS AND SENSORS REPLACEMENT QUOTE

Handevitd asked if this item pertained to the risers where the fuel tanks are located.

Sanders said that was correct. He said two alarms are going off right now in the interstitial space. Sanders explained the fuel tank is a double-walled tank. He said the outer wall is fiberglass and the other wall is steel. Sanders said the steel tank actually holds fuel. He said moisture has gotten in between the two layers. Sanders explained the riser for the probe on the one end of the tank is short and corroded and is allowing water to come in during the spring or fall and get into that interstitial space. He said it's very difficult to even think about trying to get that water out of that interstitial space.

In order to fix the problem, Sanders said repair workers have to go all the way down the fiberglass tank, remove the riser and install a taller riser which will require concrete work and a new probe in the interstitial space along with pumping the water out.

Sanders said both fuel tanks have an issue. He said at first, repair workers were able to move the probe a little bit so it would be out of the water and wouldn't trip the alarm, but now there's enough water in the interstitial space that moving the probe won't work. Sanders said at some point, the water will be detrimental to the integrity of the steel tank causing the tank to rust from the outside in.

Handevitd noted the quote from Westmor was \$8,091. Handevitd asked if the cost for the repairs would come from City funds or if there would there be any State funds available.

Hanson said State participation may be possible. Hanson suggested first checking with the State to determine if they would participate in the cost before making a recommendation to the City Council.

At this late point in the fall, Sanders said repairs would likely occur in the spring since concrete work would have to be done. He said waiting to first find out if the state will participate in the cost of the repairs won't affect any timelines.

Handevitd noted the Airport Commission can make a recommendation to the City Council once more information is received.

HANGAR DOOR MAINTENANCE

Handevitd noted the total labor estimate from Midland Door Solutions of West Fargo was \$3,700 which would include inspecting all 22 hangar doors and repair items as needed including cables, pulleys, bottom seals and bottom rollers. He noted the quote would be to inspect the hangar doors and any repairs would be time and materials beyond and above the \$3,700.

Sanders said Midland Door Solutions would prefer doing the work during the winter because the summer months are so busy for them.

ELLA/CLYMER moved and it was unanimously carried to recommend to the City Council the quote of \$3,700 from Midland Door Solutions of West Fargo, North Dakota to inspect all 22 hangar doors at the airport.

ADJOURNMENT

With no further business, ELLA/CLYMER moved and it was unanimously carried to adjourn the meeting.

David A. Maschoff, Recording Secretary

