

WHITE PINE COUNTY AIRPORT ADVISORY BOARD

Date: Tuesday, February 1, 2022

Time: 1:00 p.m.

Location: Ely Jet Center

Present: Tim Parish, Mike Coster, Airport Manager Mark Holloway, Commission Liaison Travis Godon (1:05)

Also Present: Lori Romero, Secretary, Jeremy McCallister T-O Engineers, and Tim Keough

CALL TO ORDER

Tim Parish called the meeting to order at 1:00 p.m.

COMMENTS FROM THE PUBLIC

Jeremy McCallister with T.O. Engineering introduced himself to the board members. He gave some background to the company and their interest in serving White Pine County.

1.*DISCUSSION/FOR POSSIBLE ACTION: MINUTES-CORRECTION AND/OR APPROVAL: January 4, 2022 – Mike Coster made the motion to approve the minutes. Tim Parish seconded the motion. All approved.

2. INFORMATION ONLY: Airport Usage Report

Tim Parish presented the Airport Usage spreadsheet. January had increase in traffic and fuel sales.

3. INFORMATION ONLY: Report from the Airport Manager

Airport Manager Mark Holloway reported the following:

- A. Increase of aircraft traffic
- B. 2022 pavement maintenance project involving runway 18/36, taxiway A and main apron. Project will involve crack sealing, applying a seal coat and remarking. Hopes are for the project to be completed either before or after the glider season.

4. *DISCUSSION/FOR POSSIBLE ACTION: Discussion Only: Monthly review of lease and rental agreements including Hangar 1 and related payments received to include detail of monthly rents, ramp and tie down collections, and fuel flowage fees

Calls were place to other airports requesting published fees for a comparison. It was stated hard to find a comparison since most of the airports are either larger or smaller in size and don't have an airport manager. Tim Parish stated the FBO fees for fuel flowage and call outs are not approved by the County Commission. Mike Coster indicated the County gets a check from the FBO but there is no breakdown of the fees included. He stated he thought a breakdown for fees collected on behalf of the County could be beneficial. He added he wouldn't push for increases in fees but feels it is hard to ask for improvements at the same time. Tim Parish opened discussion regarding the door rail tracks at the hangar. It was the consensus the door rail track does need to be fixed.

5. *DISCUSSION/FOR POSSIBLE ACTION: Regarding Crosswind Runway

Mark Holloway stated when he spoke with Armstrong Consultants regarding the bid for the FAA project if a separate bid could be included for the crosswind runway since it comes from different funding source.

6. *DISCUSSION/FOR POSSIBLE ACTION: Forecast of Airport Grounds and Facilities Maintenance through 2022

Mark Holloway presented the invoice from the County Road Department for snow removal at the airport.

7. *DISCUSSION/FOR POSSIBLE ACTION: Develop Picnic Area with Cover by Terminal Area for use by Pilots

Mike Coster presented handouts to the members of components with associated cost for a picnic area and proposed to consider locating it at the south end by hangar 1 instead of by the terminal area. The cost estimate did not include rebar. A revenue source needs to be identified. Tim Parish offered he could talk with his company about participating and put something on the FBO area.

8. *DISCUSSION/FOR POSSIBLE ACTION: Commercial and Private Rates/Fee Schedules for Recommendation for Board of County Commission Approval

Mike Coster recommended dropping this item from the agenda and making no recommendations to the Board of County Commissioner at this time. Tim Parish recommended it be reviewed yearly.

9. *DISCUSSION/FOR POSSIBLE ACTION: Review/Approve White Pine County Airport Advisory Board's Annual Evaluation 2021 to be submitted to the Board of County Commission

Mike Coster made the motion to approve the White Pine County Airport Advisory Board's Annual Evaluation 2021 with changes to the improvement on the airport grounds and maintenance of 12/30. Tim Parish seconded the motion. All approved.

10. INFORMATION ONLY: Advertising/Solicit for Airport Advisory Board Members

No applicants. There might be enough interest in a club airplane for those interested in learning to fly.

11. INFORMATION ONLY: Updates/Reports from Commission Liaison Travis Godon

Travis Godon starting this month the new County Manager will be the primary liaison to the boards and attending the meetings. The County Manager and Finance Director will present the department budget request to the Board of County Commissioners for approval.

12. RECOMMENDATIONS: For County Commission Agenda Item

The annual board evaluation will be submitted to the commissioners.

13. RECOMMENDATIONS: For Airport Advisory Board Agenda Items

Agenda items were: Usage report; Airport Manager's Report; Discussion/Review of leases and rental agreements including Hangar 1; Discussion Regarding Crosswind Runway; Forecast of airport grounds and facilities maintenance through 2022; Advertising/solicit for Airport Advisory Board Members

PUBLIC COMMENT

14. *FOR POSSIBLE ACTION: ADJOURNMENT:

As there was no further business to be addressed by the Airport Advisory Board, Tim Parish called for a motion to adjourn the meeting. Mike Coster made a motion to adjourn the meeting. Tim Parish seconded the motion and the motion passed unanimously. The meeting was adjourned at 1:55 p.m.

Next Meeting Date: March 1, 2022

Yelland Field Airport Usage Report

	Private Planes	Commercial	Medical	Government	Total Enplanements
Jan-20	47	52	57	33	447
Feb-20	41	42	29	24	296
Mar-20	60	48	32	23	371
Apr-20	49	46	24	16	260
May-20	90	75	38	33	532
Jun-20	144	68	34	50	701
Jul-20	250	126	30	28	898
Aug-20	103	100	46	24	794
Sep-20	89	83	27	13	559
Oct-20	67	46	23	15	288
Nov-20	51	44	40	12	339
Dec-20	33	43	41	11	275
Yrly Total	1024	773	421	282	5760

	Private Planes	Commercial	Medical	Government	Total Enplanements
Jan-21	52	52	41	10	320
Feb-21	30	41	30	22	308
Mar-21	41	52	32	19	327
Apr-21	70	48	43	32	456
May-21	113	57	34	22	539
Jun-21	249	142	78	30	602
Jul-21	280	70	40	4	830
Aug-21	155	144	92	28	628
Sep-21	191	111	84	12	503
Oct-21	158	99	78	6	361
Nov-21	142	82	75	14	348
Dec-21	81	85	74	8	277
Yrly Total	1562	983	701	207	5499

	Private Planes	Commercial	Medical	Government	Total Enplanements
Jan-22	129	140	74	27	355
Feb-22					
Mar-22					
Apr-22					
May-22					
Jun-22					
Jul-22					
Aug-22					
Sep-22					
Oct-22					
Nov-22					
Dec-22					
Yrly Total	129	140	74	27	355