



AGENDA
PAYETTE AIRPORT COMMISSION
February 13, 2024
REGULAR MEETING

4:15 PM –

ROLL CALL

APPROVAL OF MINUTES

01-09-2023 Regular Meeting Minutes – **Action Item**

AGENDA ITEMS

1. Discussion on Airport Board Vacancy
2. Discussion on New Hanger being Built
3. Discussion on Taxiway Expansion

GENERAL DISCUSSION

ADJOURN – **Action Item**

ALL MEETINGS WILL BE HELD AT THE PAYETTE AIRPORT, 2221 AIRPORT ROAD, UNLESS OTHERWISE POSTED. ANY PERSON NEEDING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THE ABOVE NOTICED MEETING SHOULD CONTACT THE CITY CLERK'S OFFICE at 208-642-6024 BY NOON THE FRIDAY BEFORE THE MEETING.

AIRPORT COMMISSION
Jan 9, 2024
REGULAR MEETING MINUTES

4:15 PM – Regular Meeting

The regular meeting of the Payette Airport Commission was called to order at 4:15 PM by Board President Frazer Peterson.

ROLL CALL:

Members Present: Frazer Peterson, Tim Avery, Paul Sunderlin, Nikita Clark, Chandelle Huerta

Members Absent: Jeff Roper

Staff Present:

Others Present:

APPROVAL OF MINUTES

12-11-2023 Regular Meeting Minutes

A motion was made by Paul Sunderlin to approve the meeting minutes of 12-11-2023.

After a unanimous voice vote, the motion CARRIED.

AGENDA ITEMS

- Rau Hanger Lease 2870 Airport Rd #C-04 – Action Item

A motion was made by Tim Avery to approve the Rau Hanger Lease.

The motion was seconded by Nikita Clark.

After a unanimous voice vote, the motion CARRIED.

- Review of Airport CIP (Capital Improvement Projects)

Frazer Peterson: Jennifer from the Idaho Division of Aeronautics will come in the spring to go over our CIP with us.

Things to go into our CIP: City Hangar Doors, Swell, Water Hydrant for Plane Washing, Runup Area, Water and Sewer for Hangars, Instrument Approach, VASI or other approach lighting options, Runway lighting upgrade, Grass Runway, Extended Taxiway Route (Hangar Row E) to Airport Road and Access Gate

Surveyor and engineer have come out and surveyed the whole area for the new taxiways. We have \$430,000 for the rotating beacon and taxiway project, about \$80,000 of that goes to the engineer.

- Fuel Sales – December 2023

Fuel sales were approximately \$6,000 for the month of December 2023. Frazer Peterson would like to find out how much we paid for the fuel that's in the tanks right now. He would like to lower our current price for fuel.

Fuel Amount Status: East side is empty, west side has approximately 2.5 feet. The 2,000 gallon tank has approximately 5 feet.

It was mentioned about the option to split fuel with Ontario. Frazer Peterson mentioned that Ontario won't buy from the same vendor that we use. Also, Weiser won't need any more fuel until the summer. The goal is to buy 8,000 gallons of fuel at a time to get the best price.

A recommendation was made by Frazer Peterson to get a mobile fuel tank. He knows of one that is an aviation fuel truck that holds 2,000 gallons. David Tate told Frazer Peterson in order to lease a fuel truck, we need to put together a proposal to take to the city council.

A mobile fuel tank would be beneficial so that fuel cost is lower upon purchasing because we can buy more quantity at one time.

Nikita Clark: The most critical part of getting a mobile fuel truck is location when not in use. Frazer Peterson proposed that the courtesy car could be moved 30' over and the fuel truck could be parked in current courtesy car spot.

A motion was made by Paul Sunderlin to send a favorable recommendation to the city council to lease a fuel truck for \$1200/year as long as all the safety concerns have been met. The motion was seconded by Tim Avery.

After a unanimous vote, the motion CARRIED.

Nikita Clark recused himself of this vote due to his ownership of the fuel truck.

- Harold Hadley request to build a hangar

Tim Avery: We need a taxi line around the corner next to his hangar. At night it would be easy to clip that corner too close. Taxi line needs to be based on the distance away from hangars, not the center of the current pavement of the taxiway.

Harold is proposing to build a 42' x 40' hangar. Harold asked about hangar height recommendations. Nikita Clark recommended about 12'. Other members recommended for Harold to call the maker of Tim's hangar door and Sweiss and find out what the recommended height is for single engine airplanes.

Tim Avery: We need to find out the exact criteria for degrees off of centerline for building hangars. Tim called someone at the state and left a message but have not gotten a response. Frazer gave Tim the number for Jennifer with Idaho Division of Aeronautics.

A motion was made by Nikita Clark to send a favorable recommendation for Harold Hadley to build a hangar as shown in agenda minutes, provided it follows all the city codes and regulations and the FAA. The motion was seconded by Tim Avery.

After a unanimous vote, the motion CARRIED.

GENERAL DISCUSSION

- Harold Hadley asked about current lease requirements and policies. Frazer mentioned that a lot of information is listed on the city website. He also asked about current lease and tax rates.
- Frazer mentioned talking to Sarah at the city about getting a mailing address. As soon as we get the new taxiway built she will have all the numbers lined out as well.

ADJOURN

A motion was made by Paul Sunderlin to adjourn. The motion was seconded by Tim Avery.

After a unanimous voice vote, the motion CARRIED and the meeting adjourned at 5:03 PM.

Signed and approved <date>

Frazer Peterson, Commission President