

AIRPORT COMMISSION
MAY 9, 2023
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: Nikita Clark, Paul Sunderlin, Tim Avery, Frazer Peterson, Chandelle Huerta, and Jeff Roper. Secretary (non-member): Troy McCarty

Members Absent: None

Staff Present: Mary Cordova, Jamie Couch (Streets and Parks Supervisor), Ray Wickersham (Council Liaison)

Others Present: Danny Croner and Al Cole

APPROVAL OF MINUTES

04-11-2023 Regular Meeting Minutes

A motion was made by Paul Sunderlin to approve the meeting minutes of 04-11-2023 contingent upon the a name correction; motion was seconded by Tim Avery. After a unanimous voice vote, the motion CARRIED.

AGENDA ITEMS

1. Fuel Sales – April 2023

Fuel sales were reviewed. The accuracy of the meter on the dispenser was questioned: Tim Avery reported that he purchased 4 gallons of aviation fuel but the meter shut off at 3.8 gallons. Jamie Couch reported that the meter had just recently passed state inspection a few months ago. Jamie suggested that the difference could be the fuel in the hose; however, he offered to have the state inspector to come back to re-inspect the meter.

2. Airport Fund April Income Statement

The income statement was reviewed. Jamie Couch pointed out that some expenditures (e.g., gravel and the new signage) have yet to show on the financial statements.

3. Request for Practice Runway Markings – Action Item

The request was discussed based on the documentation provided by the Idaho Transportation Department – Aeronautics Division via the Idaho Aviation Association (IAA). John Davis with IAA was invited to come discuss the request with the airport commission but was not present. Following discussion about the benefits of having the permanent markings placed in the dirt instead of on the runway pavement, Frazer Peterson requested for Troy McCarty to follow-up with the IAA on the dirt (runway) placement and distance remaining signs showing distance from threshold versus runway remaining. Other key points of the discussion: 1) markings in the

dirt could be as simple as automotive tires painted white, and 2) signage with length remaining or distance from threshold to be placed beneath runway lights.

A motion was made by Nikita Clark to approve the IAA for placing non-standard markings in the gravel area; motion was seconded by Tim Avery. After a unanimous voice vote, the motion CARRIED.

4. Request for Airport Lounge for meeting space for VFW – Action Item

The VFW has requested the use of the City of Payette hangar conference room for functions including monthly meetings (usually held the 3rd Saturday of each month), and 2-3 breakfast events each year.

A motion was made by Paul Sunderlin to send a favorable recommendation to the City of Payette council for VFW usage City of Payette's pilot lounge once a month; motion was seconded by Nikita Clark. After a unanimous voice vote, the motion CARRIED.

Danny Croner recommended having a MOU (Memorandum of Understanding) established following City Council approval.

5. Proposed Runway Light Modification – Action Item

Nikita Clark: Recommendation to modify the runway lighting to make the light removeable to accommodate glider operations in the first 500 feet of runway 31. Costs for modification would be covered by Nikita and Jan. If IAA applies signage below the lights, then the signage would need to be movable with the lights. The need is for proper clearance for the initial towing/take-off of gliders. Personnel performing glider operations are responsible for ensuring the runway lights are returned to normal operations when glider operations are suspended.

A motion was made by Jeff Roper to modify the runway lights in the first 500 feet of runway 31 with runway lighting to be returned to normal operations when glider operations are not active; motion was seconded by Paul Sunderlin. After a unanimous voice vote, the motion CARRIED.

6. Schedule Date for Payette County Budget Request Presentation – Action Item

Pricing for any recommended budget items is needed before the first airport commission meeting in June. The following budget items were discussed: 1) Drainage improvement: Building of additional hangars will require drainage improvements. 2) LED rotating beacon:

replacement beacon will be in same location of the old beacon. 3) New taxiway: new taxiway required for additional hangars to be built. 4) Grass runway: The city is able to bring in dirt but costs for grass and water system need to be covered. 5) PAPI: Precision Approach Path Indicator purchase and installation. 6) Water and sewer: Provide water and sewer to hangars. 7) New door to City hangar.

GENERAL DISCUSSION

(No general discussion.)

ADJOURN

A motion was made by Jeff Roper to adjourn; motion was seconded by Paul Sunderlin. After a unanimous voice vote, the motion CARRIED and the meeting adjourned at 5:12 PM.

Signed and approved June 13, 2023

Frazer Peterson, Commission President