

AIRPORT COMMISSION  
June 13, 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, and Jeff Roper.

Secretary (non-member): Troy McCarty

Members Absent: Chandelle Huerta.

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

Others Present: None.

APPROVAL OF MINUTES

05-09-2023 Regular Meeting Minutes

A motion was made by Nikita Clark to approve the meeting minutes of 05-09-2023; motion was seconded by Paul Sunderlin. After a unanimous voice vote, the motion CARRIED.

AGENDA ITEMS

1. Fuel Sales – May 2023

Fuel sales were reviewed. Jamie: The gallons pump as certified by the state is correct. The fuel system has been dispensing the right amount of fuel but has been undercharged. The fuel system has been fixed for 100LL. Next week the Autogas will be fixed. Fuel supplier inquired if a ½ tanker of fuel could be supplied. Jamie declined as better pricing is obtained with a full tanker of fuel.

2. Airport Fund May Income Statement

The income statement was reviewed.

3. Discussion of Airport Labor Proposal

Tim Avery has offered to help with airport maintenance. City equipment cannot be operated by non-employees. Tim offered to work for the City. Jamie is asking for a recommendation from the Airport Commission. Historically, only the cost of goods has been charged against the airport budget. Tim's labor costs would be charged against the airport budget.

A motion was made by Nikita Clark to make a recommendation to the city council to hire a part-time worker reporting to Jamie Couch to support maintenance

at the airport; motion was seconded by Paul Sunderlin.  
After a unanimous voice vote, the motion CARRIED.

Jamie has taken an action item to get with Mary to ensure an agenda item with the City Council is created.

## GENERAL DISCUSSION

### Payette County Budget Request

- LED Beacon Budget: ITD AD– will fund for the beacon.
- Drainage Improvement: Mary has an engineer looking at that.
- New Taxiway: Mary has requested a grant (perhaps \$400K) from ITD. If this is approved and the City and County will have to do work in kind.
- Grass runway: Jamie: the dirt is available. Frazer: the watering system is in place.
- PAPI: Nikita estimates that the cost would be \$15K. He does not recommend having a PAPI at runway 31 approach as the descent angle would be very steep. Frazer will contact ITD-AD to explore costs further.
- RNAV: Frazer: From memory: \$10K to do a study. \$5-10K to get it setup. Annual operational cost is a couple of hundred dollars.
- Water and Sewer: Historically, the distance of the airport from city services makes getting water and sewer costly. Airport commission will continue requesting water and sewer services. Past requests for septic systems have been rejected.
- City Hangar roof and hangar door: verbal budgetary estimate is \$100K.

### Mowing

- Nikita complimented the City on the airport appearance following the mowing.
- Jamie explained that it did take two days to mow. Mower blew up and City had to buy a new one. Vegetation growth is coming in well, which indicates the herbicide impact from years past is lessening.

### Request for Practice Runway Markings

- IAA is excited with the Airport Commission's approval. They will prepare details for July's commission meeting.

### RFP to Farm Airport Land

- Dry land farming advertisement needs to commence.

### Runway Maintenance

- Crack sealing the runway before the end of July. NOTAM will be issued.
- Painting will be this fall.
- Still gravel available for use on the airport.
- Drain rock will be placed in the borrow pits in 2023.

Courtesy Car

- Note placed to specify the combination for accessing the courtesy car.

Request for Airport Lounge for meeting space for VFW

- Approved by the City Council.

Proposed Runway Light Modification

- Approved by the City Council. Work has not yet been done.

ADJOURN

A motion was made by Nikita Clark to adjourn; motion was seconded by Tim Avery. After a unanimous voice vote, the motion CARRIED and the meeting adjourned at 5:06 PM.

Signed and approved July 11, 2023

---

Frazer Peterson, Commission President