

HARLAN AIRPORT COMMISSION – August 20, 2024

The Airport Commission meeting was held in person and offered electronically utilizing Zoom.

The Harlan Airport Commission met on Tuesday, August 20, 2024, at 7:00 AM at Harlan Airport.

Voting Members Present: Scott McLaughlin, Rick Dotzler, Larry Chapman

Also Present: Gene Gettys, Scott Pigsley, Alexa Hazelton, *Eric Johnson, *Cory Gaston (departed 7:56 AM) (* indicates participating remotely)

The Commission meeting was called to order by Chair McLaughlin at 7:03 AM. It was moved by Dotzler and seconded by Chapman to approve the agenda. Motion carried unanimously. Conflicts of interest are to be stated if and when applicable. None stated.

It was moved by Chapman and seconded by Dotzler to approve the July 31, 2024, meeting minutes. Motion carried unanimously.

The financial reports for the month of July 2024 were reviewed. It was moved by Dotzler and seconded by Chapman to approve the reports. Motion carried unanimously.

Airport Manager July report was presented. It was moved by McLaughlin and seconded by Chapman to receive and file the manager report. Motion carried unanimously.

- Alexa Hazelton presented the Terminal Area Drawing from the ALP project. Based upon feedback and discussion with the Commission adjustments will be made to consist of service access road, fuel terminal location, concrete phases. Next meeting will review the updates and begin to look at phasing of improvements in 0-5 years, 6-10 years, 10+ years along with cost estimates. There was also discussion of an FY '25 project to ensure use of expiring BIL funds of \$42k. We will notify FAA of the intent to submit a project.
- Pavement Maintenance/Crack seal was discussed. Iowa DOT Immediate Safety Enhancement (ISE) grant of \$10k is not an option due to the overall pavement condition scoring high and not having pop-outs and blow-ups. The Commission and Manager will continue to monitor as well as consider local pavement maintenance such as using city staff to

provide support. Kirkham Michael will research approved materials for filling holes/cracks for preventative maintenance.

- Gettys reported that the 2025-27 DBE Program has been completed and filed with the direction and support of Kirkham Michael.
- Fuel sales and pricing was reviewed. No action was taken.
- Hangar Summary, Seniority & Compliance was reviewed. Hangars 4B, 5B and 5D are available. A draft version of a 'reminder/compliance insert' for quarterly invoices was reviewed. Changes will be reviewed at the next meeting. In addition, there will be consideration of increasing the rent for storage/non-aviation use.
- Chairman McLaughlin inquired about the status of HVAC and window projects with Petsche (HVAC) and Alpha & Omega (windows). Pigsley indicated the HVAC is waiting until moderate temperatures. Pigsley will check-on the windows status. Both projects need completed and paid no later than mid-December.

The next regular meeting is scheduled for Wednesday, September 18, 2024, 7:00 AM at Harlan Airport (also offered via ZOOM). There being no further business the meeting was adjourned at 8:34 AM.

Gene Gettys, Recording Secretary

These minutes are as recorded by the secretary and are subject to Commission approval at the next regular meeting.