

HARLAN AIRPORT COMMISSION – November 12, 2024

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

The Harlan Airport Commission met on Tuesday, November 12, 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, Ashley Schleis, \*Cory Gaston, \*Rob Garber (\* indicates participating remotely)

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

It was moved by Dotzler and seconded by Chapman to approve the October 17, 2024, meeting minutes. Motion carried unanimously.

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

Airport Manager September report was presented. Pigsley also presented 2 roof replacement estimates (i.e. Denning Construction, Maverick Roofing) for the terminal building for planning purposes. It was moved by Chapman and seconded by Dotzler to receive and file the manager report. Motion carried unanimously.

- Alexa Hazelton provided project status on the ALP. Kirkham is working with FAA regarding grass runway fence and tree comments and possible 200' zone. It is anticipated at the December meeting to review a full planset which includes Terminal Area Drawing. The project may be completed and approved by FAA in the February/March timeframe.
- An FAA 'go-letter' for the apron expansion project was received. Next step is an independent fee estimate (IFE) for engineering services. The IFE request should be completed within the next week. A special commission meeting may be necessary before the end of November to review/approve/recommend the engineering agreement to meet the FAA deadline of December 2.

- Draft 5-year CIP was reviewed. It was moved by Dotzler, seconded by Chapman, to approve the CIP with amendments and provide to City Council prior to submittal to State of Iowa. Motion carried unanimously.
- Pavement Maintenance/Crack seal was discussed. Gettys will provide information to street department for review and to connect with Scott Pigsley on possible repair/maintenance.
- Fuel sales & pricing was reviewed. No action was taken.
- Hangar Summary, Seniority & Compliance was reviewed. No action was taken.
- Draft 2025/26 budget was reviewed. It was moved by Dotzler, seconded by Chapman, to submit proposed budget as presented to City Council.
- Alternative meeting times were discussed. Due to transition of City Administrator, and hiring of a new administrator, it was determined to leave the meeting time as is for the time being with re-evaluation after the administrator position is filled.

HVAC is complete for terminal with County ARPA funds. Windows are now installed and waiting on invoice from Alpha & Omega. Both projects have received positive initial results.

The next regular meeting is scheduled for Tuesday, December 10, 2024, 7:00 AM at Harlan Airport (also offered via ZOOM). There being no further business the meeting was adjourned at 8:14 AM.

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Gene Gettys, Recording Secretary

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