HARLAN AIRPORT COMMISSION – November 18th, 2026

The Airport Commission meeting was held in person and offered electronically utilizing Zoom.
The Harlan Airport Commission met on Wednesday, **November 18th, 2026, at 7:08 AM** at Harlan Airport.

Voting Members Present:	Scott McLaughlin, Rick Dotzler, Larry Chapman
Member Absent:	None
Also Present:	Scott Pigsley, Gervas Mgonja, *Cory Gaston, Sharon Kroger, *Alexa Hazelton, (* indicates participating remotely)

The Commission meeting was called to order by **McLaughlin** at **7:08 AM**. It was moved by **Dotzler** and seconded by **Chapman** to approve the agenda. Motion carried unanimously.

Any conflicts of interest are to be stated when applicable. None.

It was moved by **Dotzler** and seconded by **Chapman** to approve **October 21st, 2026,** meeting minutes. Motion carried unanimously.

The financial reports for the month of **October 2026** were reviewed. It was moved by **McLaughlin** and seconded by **Chapman** to approve the reports. Motion carried unanimously.

Airport Manager's November report on **October** activities was presented and filed. It was moved by **Dotzler** and seconded by **Chapman** to approve the report. Motion carried unanimously.

Business Items:

- Airport Layout Plan (ALP) Project: Alexa Hazelton of Kirkham Michael reported that the ALP project plans are with Junior, the FAA planner, for review, with expected movement within three months, and she will follow up in December.

- Apron Expansion Project: Cory Gaston of Kirkham Michael provided an update on the Apron Expansion Project, noting that the closeout report draft is moving along and the As-Built Plans and closeout report are due January 4th.

- **Review Fuel Tank Project Grant:** Cory Gaston of Kirkham Michael provided an update on the Airport Fuel System Improvement Project. He reported that the Independent Fee Estimate (IFE) prepared by HADEL IFEs, LLC, totaled $367,900.00, significantly exceeding Kirkham Michael's anticipated estimate of $209,303.70. The City Council reviewed and approved the agreement with Kirkham Michael, authorizing the project to proceed with the design phase. All required federal grant application documentation must be completed and submitted to the Federal Aviation Administration (FAA) by the April 1, 2027, deadline.

- **Review Fuel Tank Options:** The Airport Commission and Airport Manager reviewed options for addressing water contamination and sludge buildup in the existing airport fuel tank. Following discussion, the Commission agreed to proceed with Option #2, which involves removing the sludge and cleaning the existing tank. This option was determined to be the most cost-effective alternative compared to purchasing a replacement tank or renting a temporary tank. The Commission also discussed preventative maintenance measures and agreed to implement weekly inspections of the fuel tank and filtration system to monitor for water contamination and help prevent future fuel quality issues.

- **Review Airport Capital Improvement Plan (ACIP):** Cory Gaston of Kirkham Michael distributed the updated Capital Improvement Plan (CIP) to the Airport Commission members, City Administrator, and Airport Liaison via email during the meeting. Cory apologized for the delay in providing the updated CIP sheet and stated that the draft CIP is due to the FAA by November 19, 2026. The updated document will be forwarded to Junior, the FAA Airport Planner, for review.

- **Review of Fuel Sales and Pricing**: No fuel sales were reported during this period due to water contamination in the existing fuel tank. Fuel sales remain suspended until the contamination issue is addressed.

- **Review Hangar Summary, Seniority & Compliance:** The Airport Commission reviewed the hangar rental summary and seniority list. The Commission recommended contacting Dathan Pettis of Pettis Aviation to request an updated annual condition inspection report. Airport Manager Scott Pigsley will follow up with Dathan Pettis to obtain the updated inspection documentation. The Commission also discussed the possibility of establishing hangar rental rates based on square footage, which would require revisions to the existing rental agreement. No action or decision was taken regarding the proposed rental rate structure.

Other Business: None.

The next regular meeting is scheduled for Wednesday, **December 16th, 2026**, at 7:00 AM at Harlan Airport (also offered via ZOOM). There being no further business, the meeting was adjourned at **7:47 AM**.

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Gervas Mgonja, Recording Secretary

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