

HARLAN AIRPORT COMMISSION – November 19, 2025

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

The Harlan Airport Commission met on Wednesday, November 19, 2025, at 7:06 AM at Harlan Airport.

Voting Members Present: Scott McLaughlin, Rick Dotzler, Larry Chapman
Also Present: Scott Pigsley, Gervas Mgonja, *Cory Gaston, *Eric Johnson, *Alexa Hazelton
(* indicates participating remotely)

The Commission meeting was called to order by McLaughlin at 7:06 AM. It was moved by Dotzler and seconded by McLaughlin 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 McLaughlin to approve October 22, 2025, meeting minutes. Motion carried unanimously.

The financial reports for the month of October 2025 were reviewed. It was moved by McLaughlin and seconded by Dotzler to approve the reports. Motion carried unanimously.

Airport Manager's September report was presented and filed. It was moved by McLaughlin and seconded by Dotzler to approve the report. Motion carried unanimously.

Business Items:

- **ALP Project:** Alexa Hazelton with Kirkham & Michael provided an update on the Airport Layout Plan (ALP) Project, confirming that all project documents have been successfully submitted to the FAA; we are currently awaiting a response from Junior, who is out of the office.
- Generally, the Airport Layout Plan (ALP) Project is progressing well and remains on schedule, with all project documents successfully submitted to the FAA and awaiting follow-up once Junior returns to the office.
- **Review & update the CIP:** The City Administrator submitted the draft ACIP to Junior at the FAA for review on November 4, 2025, ahead of the November 19, 2025, deadline; copies were shared with and reviewed by the Airport Commission and City Council, and we are currently awaiting feedback from Junior, with the final ACIP report scheduled for completion by December 19, 2025.
- **Apron Expansion:** Cory Gaston shared that there are no new developments at this time regarding the ongoing airport projects. Preconstruction is tentatively anticipated for the spring of 2026, and further updates, including confirmed timelines, will be provided as the project moves forward.
- **Pavement Re-Hab/Crack Seal:** Cory noted that potential repairs could be delayed due to weather conditions, and Eric from Kirkham & Michael will contact Precision Concrete to explore the possibility of bidding on and potentially being hired to complete the project.
- **Review Fuel Sale:** Scott Pigsley provided an update on the current fuel inventory. The airport has 5,000 gallons of Jet A fuel in storage and 7,000 gallons of low-lead fuel in storage.
- **Review Hangar Summary, Seniority & Compliance.** The Hangar Storage Letter, outlining the updated hangar rental fee of \$275/month effective January 1, 2026, was forwarded to the Airport Commission for review; updates were incorporated based on feedback, and the revised fees will apply to non-flightworthy or non-compliant aircraft to promote proper maintenance, compliance, and equitable use of airport facilities.

Other Business:

- Cory reported that the closeout documents for the Harlan Municipal Airport Taxi Lane Project have been signed and submitted to Junior at the FAA for review, with a potential reimbursement of \$62,754.00 expected to be returned to the City of Harlan.
- Scott McLaughlin inquired whether the city could organize the waiting list document based on seniority.
- Scott Pigsley reported that Myrtue Hospital contacted him to explore the possibility of medical planes using Harlan Airport and the potential extension of the runway to accommodate their landings.
- The Airport Committee discussed a proposed 10% salary increase for Scott Pigsley, raising his annual pay from \$57,900 to \$63,900, noting his rising liability insurance costs and the increasing cost of living.

The next regular meeting is scheduled for Wednesday, **December 17th, 2025**, at 7:00 AM at Harlan Airport (also offered via ZOOM). There being no further business, the meeting was adjourned at **7:42 AM**.

Gervas Mgonja, Recording Secretary

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