

AIRPORT ADVISORY COMMISSION MINUTES
MONDAY – JULY 25, 2011
AIRPORT TERMINAL BUILDING

The Muscatine Airport Advisory Commission meeting was called to order at 5:05 p.m. by Chairperson Page. Commission members present were Chairperson Jerry Page and Bill Leddy. Also present was Steven Boka, Director of Community Development, Andrew Fangman, City Planner, Carver Aero employees Janet Lewis and Mike Woerly. Dean Baranek of the EAA was also in attendance. Commissioner Cale was excused. Noting there was not a quorum for the meeting, Boka began an overview of various airport projects that required no action by the Commission. At 5:17 P.M., Commissioner Lewis arrived. Chairman Page officially called the meeting to order after a quorum was established. At 5:30 P.M. Commissioner Natvig arrived from another meeting.

The next item on the agenda was the approval of the June 27, 2011 minutes. On a motion to approve by Commissioner Page and seconded by Commissioner Natvig, the minutes were approved as submitted.

Boka provided the Commission with updates on several projects at the airport. The Commission reviewed and commented on the status of the Airport Runway Lighting Improvement Project that is delayed and awaiting a funding commitment at the federal level. Boka informed the Commission that a pre-construction meeting was held at 2 P.M. on July 19th for this project. He explained that the FAA permitted the pre-construction meeting and acknowledged their required notification 10-days prior to the meeting. However, Boka continued by stating that the engineer and contractor were both advised that any costs associated with their attendance at the meeting would not be reimbursable under FFA guidelines since the Project has not been officially approved. Boka concluded his initial remarks by stating that he would go over the results of the meeting following the other project updates. The use of Muscatine County jail inmates for the clearing and grubbing along the perimeter fence is continuing, albeit a little slower than hoped, the Hangar Access Road improvements are at 85% complete, the Renovation of the Municipal Hangar and T-Hangar Roofs Project is designed, approved and out for bids with a bid opening date of August 10th. Boka also updated the Commission concerning the installation of the oil separator intended to serve the airport apron. Mike Woerly reported that he has not had any success with his wildlife mitigation efforts.

Boka informed the Commission that his office was notified that the city application for state DOT Division of Aviation funding has been approved for 1) \$17,000.00 for a security gate, fence and camera at the south end of the Hangar Access Road, and 2) \$58,000.00 for drainage improvements around the T-hangars. He continued by stating that the City Council approved the grant agreement for these 2 projects during their July 21st meeting.

The Commission then discussed the recent pre-construction meeting with the engineer, contractor and staff regarding the runway lighting project. Boka noted that Janet Lewis, Mike Woerly, Andrew Fangman, and (later) Commissioner Page were also in attendance for the meeting. Several proposed changes in the specifications were approved that essentially are expected to result in no overall change in the contract price. The changes include a change from MIRL Lights to HIRL lights, using HDPE piping instead of PVC pipe, and the re-use of the existing counterpoise. Following additional discussion, it was moved by Commissioner Lewis and seconded by Commissioner Leddy to approve the changes, as proposed. All present voted aye.

Commissioners were then presented with a copy of the draft RFP and selection process for the selection of an airport consultant as required for airport projects exceeding \$100,000.00. Boka explained that the city is periodically required to go through a formal consultant selection process and has been utilizing the 5-year Capital Improvement Plan to determine the types of projects will require those services. The city last went through the selection process in 2006.

Commissioners discussed potential open-house activities that might be considered in conjunction

with the grand opening of the Joint Armed Forces readiness Center this fall. Mr. Baranek stated that the EAA was planning an open house at the airport and was advised to coordinate that effort with the City.

Commissioner Leddy moved to adjourn. Second by Commissioner Natvig. All present voted aye. Meeting adjourned.

Respectfully submitted,

Steven W. Boka, secretary
Director of Community Development