

Airport Advisory Committee Minutes 1/2/2024

Present:

- Chris Krohn (Chair)
- Bob Chieffo (vice-Chair)
- Ron Rosenfeld (Secretary)
- Chester (Karl) Jenkins (Member)
- John Foster (Zoom)
- Billy Boone (City Council Representative)
- Pete Lehmann (Airport Manager)(Zoom)
- Daryl Wurster (Zoom)
- Various community residents attended via Zoom
 - o Otter Pilot
 - o K Johnson

Call to Order at 17:02 by Chris

1. Approval of previous minutes: Moved by Ron, 2nd by Bob, Approved
2. Adjustments to agenda:
 - a. Bob: Discussion of proposed airport pattern change.
3. Membership change: Resignation of Michael Hodges
4. Airport Traffic Patterns
 - a. Right traffic for RWY 15 was proposed (but not discussed) at a previous meeting.
 - b. Bob feels that
 - i. Left traffic is the most common traffic pattern and it would add to safety if we were to retain it here.
 1. Although pilots are required to check this before approaching to land, many do not.
 2. At KEPM, radios are not required adding to the potential risk.
 3. Concern about landing in water which would be less likely with left traffic for RWY 15.
 - c. Committee agreed to recommend maintaining current left traffic unless noise-abatement becomes an issue.
5. Airport Manager Update (Pete)
 - a. Fuel
 - i. Sales
 1. December: 100LL \$1,480
 2. 2022 total sales \$47,336
 3. 2023 total sales \$72,775
 - ii. Current inventory
 1. Jet-A ≈ 1000+ gals
 2. 100LL ≈ 1300 gals
 - iii. Other
 1. Problem with jet fuel pump reported by Bob, to be investigated and fixed by Pete
 - b. Financial Update
 - i. Current fuel account balance: \$78,677
 - ii. Current budget line item: Pete has not yet been able to obtain these numbers
 - c. Plow equipment status and winter planning
 - i. Small truck burst a hydraulic line which should be replaced soon (by Pete)
 - ii. Large truck is ready to go.
 - d. Jet-A truck with single point refueling.
 - i. Truck from Titan would require a lease.
 - ii. GSA has a 5,000-gallon truck available.
 - iii. It is felt that the GSA truck would be more appropriate (and less expensive) than the Titan truck.
 1. Could be initially filled with 1,000 gallons which would leave enough room for required refreshing.

2. Possibility of purchasing Prist-free fuel and adding the Prist at the time of purchase (for those who want it) might improve the longevity of the stored fuel was brought up
 - a. Pete to discuss this with Steve (at Titan).

e. Courtesy Cars

- i. Can be obtained via government surplus source
- ii. Pete has found a suitable vehicle in good shape that could be used for this.
- iii. Initial restrictions would be for no longer than 2 hrs and vehicle must remain in Eastport.
- iv. Possibility of also having this car available for longer term rentals discussed.
 1. Turo.com a possible method of handling this.
 2. Liability issues need to be discussed.
 3. Bob opined that since we are proposing a courtesy car as a method to attract more pilots to the airport, if it might be unpredictably absent due to long-term rental, we should not offer it for rental unless we have a 2nd car available as a courtesy car.

6. Current project updates

a. Stormwater bio-retention cell status

- i. No resolution as to responsibility
- ii. FAA will not pay as they paid for this already (an understandable position)
- iii. Responsibility should be either or both the engineering firm (Hoyle-Tanner) and the construction firm (Sargent).
- iv. Recommend that project not be "closed out" until system is functional.
- v. Failure to drain properly is felt by FAA to be a safety issue.

b. ATP (terminal grant proposal)

- i. FAA is asking questions about our timeframe for completion if we are selected.
 1. This suggests we may be in serious contention for the grant.
- ii. Notice of Award is expected about the end of February.
- iii. Grant application will likely be due around the end of July.
- iv. Chris has provided a tentative time line for completing the grant application proposal.
- v. We will need an engineering firm and should consider our options.
- vi. Estimated cost and size is about \$1.2 million and 1,000 sq ft. City share would be 5%.
 1. Some opined it might be less costly to do it without a grant.

c. Master Plan update

- i. Needs to be done per the FAA
- ii. We need to resolve disputes with HT

d. Other projects

- i. PAPI – HT and contractor are still blaming each other. No repeat test flight scheduled.
- ii. Solar – No change.
- iii. AWOS-3 – Still tentatively scheduled for 2025

e. Damage from recent hurricane

- i. McNaughton hangar had wall and pieces ripped off.
- ii. Pieces of McNaughton hangar impacted Ron's hangar with consequent damage.
- iii. McNaughton hangar damage expected to be cleaned up this week.
- iv. (Other hangars were damaged slightly, but not mentioned at this meeting).

7. Land lease

a. Renewal version

- i. Proposed will be like the "new lease" version.
- ii. Existing hangars will be grandfathered.
- iii. Rent can be adjusted every five (5) years as with the "new lease".
- iv. Discussions regarding Term of lease
 1. Chris initially proposed a short-term lease with renewals contingent on agreement between the City and the lessee. However, if the city were to terminate the lease, it could not be re-let to a different tenant.

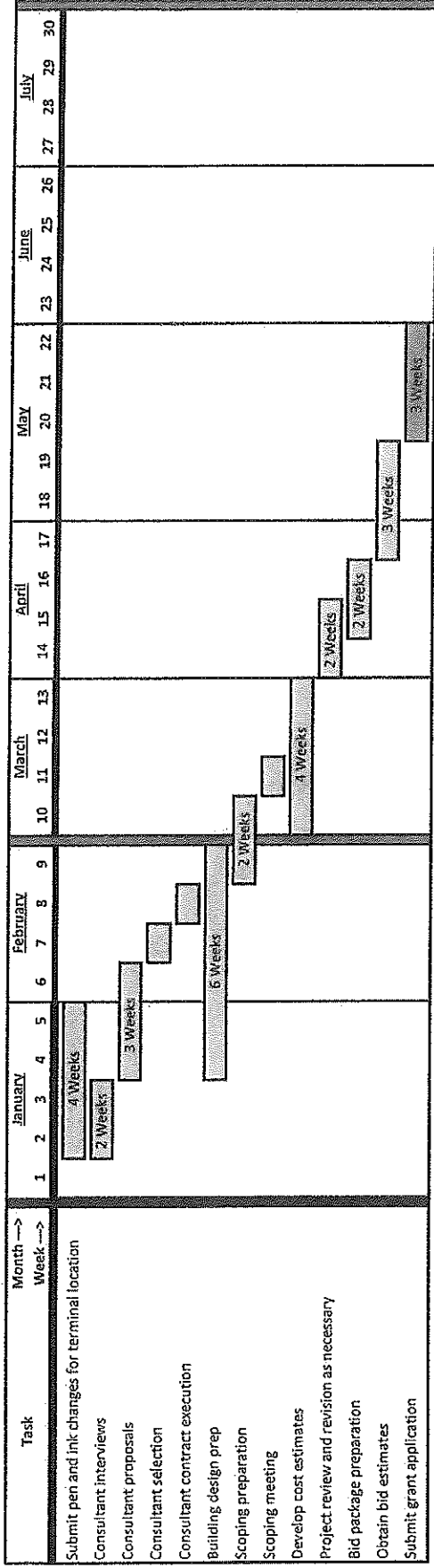
2. Ron was in favor of a long-term initial period with renewals at the option of the lessee.
 - a. Since new hangars can be renewed for up to 40 years, Ron felt existing hangars should have at least the same term, perhaps dating from the date of purchase or construction.
 3. Bob proposed lease terms that would not run afoul of the FAA policy of not having leases of 50 years or longer.
 4. Chris to discuss acceptable lease terms with Amy (current FAA representative responsible for this policy in our area).
- b. Bob: How does someone apply for a lease?
 - i. 1st contact could be anyone who could then notify Pete
 - ii. Some review to assure the location is congruent with the Airport Master Plan.
 - iii. FAA needs to be notified to do some kind of airspace evaluation.
8. Airport Association Building
 - a. Chris has had discussions with FAA representatives, and they do, indeed, want a lease on that building.
 - i. An initial term of one-year was felt to be appropriate.
 - b. The City should continue to pay for services as in the past. Especially since city-owned equipment is being used and housed in that building.
 - c. If the FAA insists there be a charge for the lease, Chris and Ron offered to split the costs.
9. Next Meeting: Scheduled for Feb 6, 2024
 10. Motion to Adjourn Moved by Chester, 2nd by Bob. Adjourned at 18:47

Respectfully Submitted,

Ron Rosenfeld, Secretary

Attachment: EPM Terminal Schedule (Rev-1) (1-1-24)

EPM Terminal Schedule
Rev-1 (1-1-24)



Notes:

- 1) Assumes grant notification end of February 2024 (indicated by vertical green line)
- 2) Grant submission deadline extended to end of July 2024 (indicated by vertical red line)