

Airport Advisory Committee

MINUTES OF THE MEETING OF MAY 11, 2009

MEMBERS PRESENT: Kurt Balthazor, Chairperson
Scott Crain
Jay Humbard
Donald Murray

MEMBERS ABSENT: Chris Hoffman, Vice Chairperson
Terry Calloway
Cliff Hix

OTHERS PRESENT: William A. Beasley, Director of Public Works
Bill Pyle, Airport Manager
Mark Turnbull, Director of Economic Development
Joye VanGorden, Admin. Asst. to Dir. of Public Works

The Airport Advisory Committee met on Monday, May 11, 2009, at 12:00 p.m., in the City Hall Commission Room. Chairperson Kurt Balthazor called the meeting to order at 12:00 p.m. with four (4) members present.

The first order of business was the approval of the minutes of the meeting of February 2, 2009 and of the special meeting of April 13, 2009. Don Murray moved, seconded by Scott Crain, that the minutes be approved as submitted. Motion carried unanimously.

The second order of business was a report on the change of hours of operation at the Atkinson Municipal Airport. The hours of operation have been changed to 7 days a week 7:00 a.m. to 7:00 p.m. There have been no issues to date with this change. The users of the airport have been advised to contact Bill Pyle should they need to make other arrangements outside the hours of operations. Staff has also been reduced down to 3 full-time employees and 1 part-time employee, but there have been no problems thus far.

The third order of business was an update on the Wildlife Fence Project. All that remains on this project is the seeding that could not be done because it was outside seeding season for FAA and the weed control along the fence. The contractor has worked off and on over the past couple of weeks, but was unable to do much work because of all the recent rains. There have been no reports of deer inside the fence, but there has been a report of coyote getting in through the drain. Staff will keep an eye on this issue and will determine if something further needs to be done.

**AIRPORT ADVISORY COMMITTEE
MINUTES OF MAY 11, 2009
PAGE TWO**

The fourth order of business was an update on the Update of the Airport Master Plan and Airport Layout Plan. The Airport Advisory Committee reviewed the Scope of Services provided by the airport consulting team of PEC/BWR at their last meeting. After review of the Scope of Services, recommended changes and comments were forwarded to PEC/BWR. They have now submitted a cost estimate fee of \$231,729 for this project. It is believed that the higher cost of these services is due basically to the extensive amount of survey work and mapping required by the FAA. The FAA will now provide all plans on their website. Pittsburg is one of the first communities in this region to prepare a plan under these new standards. The FAA requires an independent cost analysis for all projects over \$100,000. The City hired HWS Consulting Group out of Lincoln, Nebraska to do an independent cost analysis and their estimate was \$238,980. The FAA will cover 95% of the cost of the plan, but based on the cost estimate the City's portion will still be short. Therefore, City staff will be requesting additional RLF funds (up to \$5,000) from the Economic Development Advisory Committee on Wednesday of this week. The contract with PEC/BWR will be considered by the City Commission at their May 26th meeting. Once the contract is approved, a kick off meeting will be held to start gathering information for the plan. A review committee will be formed of members of the Airport Advisory Committee, Bill Beasley as the Director of Public Works, Bill Pyle as the Airport Manager, Mark Turnbull as the Director of Economic Development, Mike Gall as the fixed-base operator, Ed Meister as owner of property adjacent to the airport and a couple of users of the airport. In an effort to see if there were any users that would be interested in serving on this committee, City staff sent out letters to the users. The City received a favorable response to this request. The top 3 vote getters elected to serve on this committee were Jesse Hudson, Miller's Professional Imaging (Dick Coleman or Tom Poznich), and Ron Holman. It is anticipated that there will be 6 to 7 meetings held over the course of the 15 month period to prepare this plan. A written survey will also be available at the airport for users of the airport to complete during this time.

The fifth order of business was discussion of the preparation of a Spill Prevention Plan. Since fuel is sold at the airport, a Spill Prevention Plan is required by KDHE, who will fund 95% of the cost to prepare this plan. The City has hired Triad Environmental Services to prepare the plan. Triad Environmental Services has provided some recommendations for this plan and City staff will be meeting with them in the near future to go over these items. Triad Environmental Services has provided the following issues/suggestions for remedies:

1. Addition of a dike providing secondary containment for the AST's that do not have sufficient volume (100% plus 25-year/24-hour rainfall event) when the pedestals and volume of the second tank are factored out. Provide overflow capacity as part of containment for loading rack/pipes/small tanks.

**AIRPORT ADVISORY COMMITTEE
MINUTES OF MAY 11, 2009
PAGE THREE**

2. Construct adequate dike at present unloading location and move loading area to rack area and use capacity as part of containment for loading rack/pipes/small tanks.
3. Jacket the pipes from the large tanks so they drain into the existing dikes and incorporate them as part of containment for the small tanks.
4. Construct adequate dike at present location of the gasoline and diesel tanks.
5. Provide adequate secondary containment for the portable tank for Eagle Med.
6. Place concrete wall in natural drainageway with valve that can stop flow in emergencies.
7. Lock existing gates with limited, documented access and construct security fence around fueling/tank area and lock storage buildings.

Once the plan is prepared, the City will go back to the State and request funds for improvements to the facility.

The next scheduled Airport Advisory Committee meeting is August 3, 2009.

There being no further business to be discussed, Jay Humbard moved, seconded by Scott Crain, that the meeting adjourn. Motion carried unanimously and the meeting adjourned at 12:30 p.m.

Respectfully submitted,

Joye VanGorden
Administrative Assistant to the Director of Public Works/Public Utilities/Deputy City Clerk