

**Village of Hamilton
Airport/Airpark Commission
4pm
Regular Meeting of October 21, 2010**

APPROVED MINUTES

PRESENT

Chairman Carl Albrecht; Commissioners Roger Rowlett, Anne Clauss, Harvey Kliman; Director of Utilities and Public Works Sean Graham; Trustee Margaret Miller

PUBLIC PRESENT

None

Chairman Albrecht called the meeting to order at 4:00 p.m.

Approval of Agenda

Chairman Albrecht added AirBP/Ascent to the agenda. Agenda was approved as amended.

Approval of Minutes

Chairman Albrecht requested the following changes: on Page 2, under **White Property Rental**, delete the third sentence. Under **South Corp. Hangar**, change “offer” to “offers.” Under **Fencing**, change “Commissioner’s” to “Commissioners.”

A **motion** was made by Commissioner Rowlett to approve the **September 23, 2010**, meeting minutes as amended. The **motion** was seconded by Commissioner Kliman and carried.

Public Comment

None

Old Business

Security Substation

Director Graham stated there will be a meeting on November 5, 2010, with Bill Verfiss, Chad Nixon, and Zach Staff, from McFarland Johnson, Director Graham, Chairman Albrecht and Mayor McVaugh to discuss the Airport’s Master Plan, the Security Substation, and fencing. Director Graham stated they are waiting on DOT recommendations.

SRE Building

No report. The Mayor is in the process of locating funding.

Taxiway Project/Tie-Down Project

Director Graham reported he mailed the grant amendment today. He is expecting a 3-week project, to be completed this year. Design of the 2nd portion is underway. The wetlands at the North end of the pond are at issue. The best solution is to reconfigure the spur. The number of tie-downs was reduced from 10 to 8 due to storm water requirements. There will be a 24 inch

open air pipe at the South end near the wetlands. The second grant involves a 7,000 sq. yd apron. That grant was also mailed today. The grant is for design only. Our share is \$1,258.00.

South Corp. Hangar

Director Graham stated he has four individuals who will rent the space. He is requesting a one year lease. He stated these aircraft fly regularly. The Commission continues to work on wording for the new lease.

Fencing

Director Graham stated that according to Zach Staff from MJ, there needs to be 250 feet from the center line, object free area on the West side of the Airport. The fence would then be in the woods. Director Graham and the Commissioners do not like this idea. Commissioner Clauss proposes concentrating on fencing the South end. Director Graham will present this proposal at the November 5th meeting.

New Business

Financial Report

Director Graham reported the net profit number reflects a portion of the mower cost. He stated it was front end loaded.

AirBP/Ascent

Director Graham reported he had a conflict with his last BP order. Director Graham contacted another supplier, Ascent, who came the next day to talk with Director Graham. Director Graham ordered 5,000 gallons of Jet A at approximately \$2.99 per gallon. They have two tank sites, one in Albany and the other in Rochester. If an invoice is paid within 10 days there is an approximate \$.03-\$.04 per gallon savings. Director Graham reported there are other incentives offered. He will scan information and email to the Commissioners. Ascent will supply trainings, equipment, stickers to cover AirBP logos, lease to own options, truck leasing, and is a family owned operation. Ascent had requested a 3-year agreement, Director Graham suggests only agreeing to a 1-year lease.

Chairman Albrecht reported the APC has been asked to write an article for local publication. He stated an article will be ready in November.

Director Graham reported that Lew Peterson, from Valley View Aviation, has accepted a position in the state of Washington, with Boeing. November 12, 2010, will be his last day. Randy Weaver suggests hiring an AMP and the Village charge the pilots for maintenance. This would need to be a Village employee. The FBO option was discussed and is not the preferred option. There will be a need for weekend workers. Leasing the Airport is also an option. The Commission briefly discussed charging a landing fee. The Village insurance company will need to be contacted. Commissioner Rowlett stated the pilots need to know that Lew is leaving immediately because of annual inspections and maintenance.

Commissioner Kliman sent picture of the interpretive display to Diane vanSlyke who found errors that were then forwarded to MJ.

Next Meeting

The next meeting of the APC will be Thursday, December 2, 2010, at 4:00pm, at the Hamilton Airport.

Adjournment

There being no further business to come before the Commission, Commissioner Clauss made a **motion** to adjourn. The **motion** was seconded by Commissioner Rowlett and carried. The meeting was adjourned at 5:15pm.

Respectfully submitted,

Kim Taranto