



## **Minutes**

Airport Board

Municipal Airport, 19623 40th Street, Oelwein, Iowa

December 11, 2024 - 6:30 PM

### **CALL TO ORDER**

The meeting was called to order at 6:30 PM by the Woodraska.

### **ROLL CALL**

Present: Woodraska, Bagge, Schares, Reinking and Council Liaison Ricchio

Absent: Tommy Stewart.

Guest: Dave from AECOM to discuss Capital Improvement Plans.

### **CAPITAL IMPROVEMENT PLAN DISCUSSION**

Dave from AECOM presented updates and recommendations for the five-year Capital Improvement Plan:

- 2024 Projects: Ongoing lighting vault project to be completed by spring due to delays in electrical items.
- Procurement: Initiating the snow removal equipment package.
- Future Projects:
  - Runway 13 improvements.
  - Pavement rehabilitation in the hangar area, addressing deteriorating taxi lanes.
  - Considering additional drainage and structural corrections to mitigate issues caused by frost and shifting slabs.

The board agreed pavement issues should be prioritized and considered for the 2026 plan. Further discussions included:

- Evaluating the feasibility of rehabbing existing hangars versus constructing new ones.
- Integrating drainage systems to resolve subgrade issues.
- Revisiting cost estimates to ensure accurate budgeting for these projects.

### **APPROVAL OF MINUTES**

1. November Minutes.

The board reviewed the minutes from the November meeting. A motion to approve was made by Schares and seconded by Reinking. The motion passed unanimously.

### **EXPENSE REVIEW**

2. November Expenses.

The board reviewed and approved the November expenses. Discussions included:

- Notable expenses for waste management and cleaning services.
- Murray acid purchase likely used for cleaning the FBO floor.
- Annual fire inspection costs.

A motion to approve the expenses was made by Bagge and seconded by Schares. The motion passed unanimously.

## **OLD BUSINESS**

3. Letter to evacuate unairworthy aircraft in hangar.
  - The board discussed sending letters to owners of unairworthy aircraft, providing a timeline to bring planes to compliance or vacate hangars.
  - Suggested a follow-up system to ensure compliance within three months.

## **NEW BUSINESS**

4. Consideration of a motion to provide direction to increase hangar rent.

The board discussed a \$5 increase across all hangar tiers, balancing revenue needs with tenant affordability.

A motion recommend to council to increase each tier of hangar by \$5.00 was made by Schares and seconded by Bagge. The motion passed unanimously.

5. Non-Aeronautical Items Policy:

The board agreed that storage of non-aeronautical items in hangars is permissible as long as:

- The aircraft can be moved freely.
- Items comply with FAA safety guidelines (e.g., no flammables).

A motion to recommend a policy on non-aeronautical stored in hangars as long as no FAA rules are violated to the City Council was made by Schares and seconded by Reinking. The motion passed unanimously.

## **SCHEDULE NEXT MEETING DATE**

The next meeting is scheduled for February 12, 2025, at 6:30 PM.

## **ADJOURNMENT**

A motion to adjourn at 7:29 PM was made by Reinking and seconded by Bagge. The motion passed unanimously.