



Minutes

Airport Board

20 Second Avenue SW, Oelwein

October 18, 2023 - 6:30 PM

CALL TO ORDER

Woodraska called the meeting to order at 6:30 PM

ROLL CALL

Present: Woodraska, Bagge, Nations

Also Present: Council Liaison Tom Stewart, Assistant Airport Manager Tommy Stewart, FBO George Tegler

Absent: Cantrell

Woodraska was presented with a letter from Bryan stating he resigned his position from the Airport Board on October 6, 2023.

APPROVAL OF MINUTES

1. September Minutes.

Bagge questioned whether or not the keypad was truly under warranty. Airport Assistant Manager Tommy Stewart it is, and installed and functional.

Bagge motions to approve the minutes. Nations seconded. All aye. Motion carried.

EXPENSE REVIEW

2. September Expense Review.

Nations motions to approve the expenses, Bagge seconded. All aye. Motion carried.

FBO REPORT

Tegler reported that things are getting done. The drain has been taken care of and the countertop has been installed. The community hangar is in process.

OLD BUSINESS

3. Community Hangar Progress.

Assistant Airport Manager Tommy Stewart reported that new brackets are being made, the goal is to get treated lumber for the lower half of the building and to get it sealed up, then they will grease the door to make it easier to open. Tegler expressed his goals for the building.

4. Fuel System Update.

Assistant Airport Manager Tommy Stewart reported that the keypad is functional. They are currently setting up accounts with transport companies, the credit card software items are still in the works.

5. Tractor/ Tire Discussion Continued.

Bagge feels the tractor is in good shape. Woodraska feels that when comparing the costs for the tractor to that of new tires, the tires are more advantageous. Bagge felt that with the current state of the budget, a purchase of tires right now would not be feasible. Tegler recognizes this, but would like to keep the board aware of the situation.

NEW BUSINESS

6. Budget Discussion.

Tegler presented his budget and explained his calculations. Assistant Airport Manager Tommy Stewart and Council Liaison Stewart explained the importance of the Capital Improvement Projects. Tegler suggested increasing the budget for building expenses. Woodraska suggested keeping it the same. Nations suggested upping it to \$5,500. Tegler decided to place it up to \$5,200. The board settled on allotting \$120 in the vehicle line. The board settled on placing \$1,100 in the communications line. Utilities was upped to \$4,700. The board placed 3% in the contracts line. In the equipment line, the board chose to \$8,500. Office supplies were voted to go up by \$50. Sealcoating the parking lot and hangar repair are the among the items the board is looking to see surplus money spent. Bagge suggested the tires be presented as a CIP item to Council.

The Board discussed their options regarding the newly vacant board seat.

SCHEDULE NEXT MEETING DATE

November 15, 2023 at 6:30PM

ADJOURNMENT

Nations motioned to adjourn the meeting at 7:35, seconded by Bagge. All aye. Motion carried.