

MOSES LAKE MUNICIPAL AIRPORT
COMMISSION MEETING MINUTES
NOVEMBER 9, 2012

VISITORS: NONE

MINUTES: Approved as corrected, adding Lee Gerber to the Visitors list.

PRESENT: Darel Fuller, Jerry Richardson, Tom Dent, Lew Mason, Brent Reese.

CORRESPONDENCE: Email from David Ketchum, formerly owned Airside. He might be able to help us on updating our information for the State requirements.

AIRPORT INSPECTION: Darel Fuller, Included.

DECEMBER INPECTION: Lew Mason

OLD BUSINESS

A: AIRPORT INFORMATION SYSTEM UPDATE: In process. May need help from the City Staff to u[date Airport Facilities and Services, pages 20 -23. It would also help if the airport were listed as an essential public facility.

There was some discussion on crack repair for the runway and taxiways. It is getting worse, and some are getting so bad they may need to be cut out and repaired.

Topics were:

- runway, taxiway, repair info discussion;
- solar light info,
- e-NOTAM system,
- ALP update info
- state aviation tax proposal
- Airport aid program

B: TAXIWAY NORTHEAST END: Modified and completed. It looks good. Cost should come in at about \$7500.

C: COMMUNITY AIRPORT ASSN. OCT 18-19. A report given by Darel and Jerry, who attended.

D: SNOW REMOVAL CONTRACT: Completed and Signed. Same as last year.

NEW BUSINESS

A: AIRPORT OPERATIONS MANUAL, SECURITY MANUAL & AIRPORT LAYOUT PLAN - Need to be updated. WSDOT aviation now requires these to be updated regularly to be eligible to grants. This is one of the reasons we didn't get considered for the grant to repair the cracks in the runway and taxiways. This includes lots of information. Jerry is working on it.

B: CAPITAL IMPROVEMENT PLAN (CIP): The new plan required by the state, it is a 5 year rolling plan, needs to be updated annually between 1 November and 31 January. This also needs to be done to be eligible for grants. It should include all projects that should be done in the next 5 years.

Jerry has submitted a proposed list for inclusion in the CIP:

Fencing- with Gates (2) with Cardlock systems

Irrigation Systems

Fuel Systems

Wash Rack and Restrooms on West Side

Shed for tractor and supplies

Landscape along canal eastside

Taxiway lights

Lighted hold short signs

Automated Weather Observation System (AWOS)

More security cameras

Pilots lounge with Male and Female restrooms

Concrete tie-downs east and west sides

Airport signs:

No autos on taxiway and runways

Signs giving directions to the airport.

Lighting on the west side, and east side transient parking area

Additional fire hydrants and sewer extensions

Widen northwest and taxiway and runway (2013)

Major crack repair or grind and redo runway (2013)

Crack-seal or cut and repair taxiways east and west

Purchase property both ends of the runway to lengthen Runway

Construct rental hangars

C: TRACTOR STATUS & PARKING

The tractor is now up and working and we have it available for use. There was some discussion on a building to store the tractor.

D: 2013 BUDGET: expecting about the same as last year.

E: CONSULTANT FOR STATE PROGRAMS: Some discussion on hiring a consultant to help with coordinating all of the new programs and reports. Discussion on getting a bid from David Ketchum to see how much it would cost us. There is a lot of specific information required that is time consuming, and we are not the experts. We are unpaid volunteers that serve at the pleasure of the mayor. We need to get some numbers. We could also use some help from city staff, particularly on grant writing.

F: OTHER:

There were some discussions on the current (no pun intended) electrical system around the airport and some areas that may need some repair.

The Fence and the frangible portion on the north end of the runway has been repaired by Jerry and Lew

VOLUNTEER TIME:

Jerry: 24 hours

Tom: 4 hours

Darel: 24 hours

Lew: 2 hours

Minutes submitted by

Lew Mason