MINUTES
AIRPORT BOARD MEETING
500 W AIRPORT ROAD, SANPETE COUNTY, UTAH
Thursday, February 15, 2024
5:30 P.M.

Board Members Present: Chair Tom Herbert, Jeremy Hallows, Manti Council Liaison Jeff Killian, County Travel Director Kevin Christensen, Ephraim Council Liaison Dennis Nordfelt, Manti City Manager Kent Barton

Board Members Excused: Scott Larson, Ted Meikle, County Commissioner Reed Hatch,

Staff Present: Airport Manager Sean Lewis, Ephraim City Mayor John Scott

Others Appearing:

CALL TO ORDER
The Manti Ephraim Airport Board convened on Thursday, February 15, 2024. Board Chair Tom Herbert called the meeting to order at 5:30 PM.

I. BUSINESS/ACTION ITEMS:

A. APPROVAL OF THE JANUARY 18, 2024, MINUTES

Minutes were not approved due to not being available. Staff member Verena Critser was unable to attend so minutes approval will be moved to the next meeting.

B. CONTINUE DISCUSSION FOR LAND EXPANSION:

- Paul Frischknecht has passed away (owns land south and east of airport). Prior discussions about land purchase were positive. Now would be opportune to approach the family regarding selling.
- Kent Barton offered to get ahold of family members to begin discussions and get in touch with decision makers.

No motions required a vote, no voting was conducted.

C. CONTINUE DISCUSSION FOR AIRPORT BOARD AUTHORITY

- Sean Lewis has received a copy of the Logan Cache airport board organizing document and has asked the Ephraim City attorney to review since the Logan/Cache document is over 20 years old. Sean Lewis has asked Ephraim City attorney to assist with review in order to create a more current and applicable document for the Manti/Ephraim Airport.

- Tom Herbert asked for any questions. Sean Lewis reviewed how the process would work once organizing documents are ready to go. Expressed caution to take the time to get this done correctly and not rush through getting it done.

No motions required a vote, no voting was conducted.

D. UAOA Conference attendees

- Sean Lewis and Kent Barton have registered to attend. Tom Herbert asked if there is anyone who is interested in going, and encouraged attendance.

No motions required a vote, no voting was conducted.

II. Board Member Comments

- Kevin Christensen asked to add a Board Member comments section to the agenda moving forward. Kevin Christensen stated it's just for board members to make comments not necessarily in the agenda.

- Tom Herbert questioned purpose of section.

- Scott Larson resignation from airport board
    - Tom Herbert posed the question about how the board wants to handle replacing Scott Larson. Tom Herbert has a few nominations to consider. Jeff Killian requested names from anyone who would like to nominate. Sean Lewis clarified what board seat role Scott Larson filled, and that the Airport Board needs to fill the same role.

    - Jeff Killian suggested Larry Lund and Kent Sorensen. Tom Herbert suggested Lary Lund, Scott Barclay and Jason Stevenson. Sean Lewis suggested Shaun Kjar as a possible nominee.

    - Jeremy Hallows excused himself to attend to other responsibilities.

    - Tom Herbert continues discussion regarding nomination of board members. Sean Lewis recommends feeling out interest in board members, informally, then a process including an application, interview or selection process, then present names to city council once decided upon.

- Tom Herbert agreed that is the process he went through when he was brought onto the Airport Board.

- Sean Lewis asked Tom Herbet to reach out to the list of nominees, as board chair, to feel out their interest. Sean Lewis will follow up with Board Member applications, Kent Barton Manti City Manager concurs.

- Tom Herbert agreed to reach out to list. Tom Herbert asked Sean Lewis to get clarification on the Airport Board Member terms.

No motions required a vote, no voting was conducted.

III. Airport Manager Report

- AWOS monitor is up and working, power outage to computer was the issue. Service guys were out last week and replaced the card on the physical AWOS.

- Grant for snow removal equipment was finally approved. Equipment is ordered, there is an approximate 6 month lead time.

- Hoses for the fuel line have been ordered. Lead time is approximately 6 weeks. Brand new hoses, new reels, new fuel nozzles and caps and new grounding cases. There is an issue identifying the type of filter needed but will continue to work on and order once identified. ARPA refunds will assist in paying for this new equipment.

- The board needs to decide on a meeting time, since 4:00 will not work for Dennis Nordfelt. And the proposed time of 5:30 brought up issues for other board members. Tom Herbert asked Dennis Nordfelt what times he is available.

No longer have a quorum, due to Jeremy Hallows leaving early. No voting was conducted.

There being no further business to come before the Airport Board for consideration, Board Member moved the Airport Board Meeting adjourn at p.m. The motion was seconded by Board Member. The vote was unanimous. The motion carried.

The next Airport Board meeting is scheduled to be held on March 28, 2024, starting at 4:45 PM.

Minutes Approved:

Tom Herbert, Chair

5/16/24
Date

ATTEST:

Verena Critser,, Secretary

5/16/24
Date