

MINUTES
AIRPORT BOARD MEETING
500 W AIRPORT ROAD, SANPETE COUNTY, UTAH
Thursday, July 18, 2024
4:45 P.M.

Board Members Present: Chair Tom Herbert, Ted Meikle, Manti Council Liaison Jeff Killian, Ephraim Council Liaison Dennis Nordfelt, County Travel Director Kevin Christensen

Board Members Excused: Jeremy Hallows,

Staff Present: Airport Manager Sean Lewis, Manti City Manager Kent Barton, Secretary Verena Critser

Others Appearing: Warren Rogers

CALL TO ORDER

The Manti Ephraim Airport Board convened on Thursday, July 18, 2024. Board Chair Tom Herbert called the meeting to order at 4:45 PM.

I. BUSINESS/ACTION ITEMS:

A. NO BUSINESS/ACTIONS ITEMS ON AGENDA. NONE DISCUSSED

No motions required a vote, no voting was conducted.

II. BOARD MEMBER COMMENTS:

A. FLY-IN DISCUSSION

Reviewed fly-in assignments, updated status of each.

B. PART-TIME EMPLOYEE FOR AIRPORT BOARD AUTHORITY

Board Member Christensen asked that the board re-visit the idea of hiring a part time employee to proceed with research and possible implementation of an Airport Board Authority. Board Member Christensen would like to see money contributed by the county, to the airport, to advance this purpose, or the original purpose of acquiring land. Board Member Christensen stated there is only one year left of funding from the current county commitment and to continue the contribution from the county in coming years, the Airport Board needs to justify the contribution by applying the money. Board Member Christensen stated that an Airport Board Authority, with the mission of purchasing land for the airport, could be the right kind of justification for the county.

Board member discussion dovetails into need for Airport to acquire land for and what is necessary for such.

Airport Manager made clarification as to what the Board needs to do to organize and run an Airport Board Authority. Establishing an Airport Board is lengthy and complicated. Suggested the Board look into hiring a consultant to advise on creating an Airport Board Authority and feasibility of such, vs just a part-time Airport Manager. A consultant would come with a possibly significant monetary cost. Airport Manager stated that a part-time employee could be a possibility to take over management of the Airport.

Airport Manager and Board Chair agreed to meet and draft an RFP and letter to council for an Airport Board Authority.

Board Chair stated that trash collection at Airport needs to be addressed. The service worker who picked up trash most recently, damaged the top of the fence. Airport Manager replied he will get in touch with the trash company and address the issue.

Board Chair requested to have a better procedure for the Courtesy Car so that calls are going to Ephraim City instead of himself. Airport Manager stated that Ephraim City has a basic procedure in place, which is being revisited for improvements. New process will be rolled out/implemented in the very near future.

III. AIRPORT MANAGER REPORT

A. PAYMENT TERMINAL UPDATE

Airport Manager stated the payment terminal went out due to the recent lightning storm in our area. New terminal is on order and is scheduled to be delivered July 25th, so the new system should be up and running by next week, barring any unforeseen delays.

B. FUEL HOSE REPLACEMENT UPDATE

New hoses and reels are in place and ready to use once the new payment terminal is installed.

Gate code terminal has been replaced, due to a glitch in the current terminal not allowing for new/updated codes. We should no longer have issues with codes or resets.

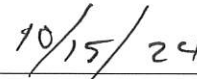
There being no further business to come before the Airport Board for consideration, Board Member Dennis Nordfelt moved the Airport Board Meeting adjourn. The motion was seconded by Board Member Ted Meikle. The vote was unanimous. The motion carried.

The next Airport Board meeting is scheduled to be held on August 13, 2024, starting at 4:45 PM.

MINUTES APPROVED:



Tom Herbert, Chair

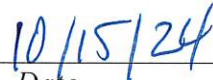


Date

ATTEST:



Verena Critser, Secretary



Date