

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
NOVEMBER 1, 2018
MINUTES

The Logan-Cache Airport Authority Board convened in a regular session on November 1, 2018 at 8:30 a.m. in the Cache County Historic Courthouse, County Council Chambers, 199 North Main, Logan, Utah.

ATTENDANCE

Members of the Airport Authority Board in Attendance:

John Kerr – Chairman
Craig W Buttars – Cache County Executive
Holly Daines – Logan City Mayor
Karl Ward – Cache County Council
Gar Walton
Bill Francis

Members of the Airport Authority Board Absent:

Jeannie F. Simmonds – Logan City Council

Also in Attendance:

Lee Ivie – Logan-Cache Airport Manager
Aaron Dyches – Utah State University
Andreas Wesemann – Utah State University
Steve Carroll – Utah Military Academy
Major Kit Workman – Utah Military Academy
Brad Hannig – Logan City Fire Department
Doug Fullmer – Logan City Fire Department
John Fullmer – Logan City Fire Department, Battalion Chief
Chris Morgan – Logan City Fire Department
Andy Schock – Logan City Fire Department, Paramedic
Paul Olson – Logan City Fire Department, Paramedic
Travis Burton – Logan City Fire Department, Paramedic
Brett Robinson – Cache County
Kim Hall – Leading Edge Aviation
Jake Longhurst – Leading Edge Aviation
Cole Miller – Armstrong Consultants
Jesse Fabula – Armstrong Consultants
Kim Silvester – J-U-B Engineers
Joe Bates
Keven Kendall
Earl Bradley
Russ Kirkham
Janeen Allen – Minutes

CALL TO ORDER

Chairman John Kerr called the meeting to order at 8:30 a.m.

ITEMS OF BUSINESS

Approval of Minutes – August 2, 2018

ACTION: Motion was made by Francis and seconded by Daines to approve the minutes of August 2, 2018 as written. The vote in favor was unanimous, 6-0 (Simmonds absent for vote)

ITEMS FOR DISCUSSION

Medical Emergency at Logan-Cache Airport – Chief Brad Hannig (Attachment A)

Chairman Kerr moved 3.e. to be first on the agenda and turned the time over to Chief Hannig who related to the board an incident at the airport on the evening of September 11, 2018 in which a gentleman went into full arrest and was revived by responding paramedics from the Logan City Fire Department. Hannig asked the men who were involved in the incident to stand and he presented each with a certificate recognizing their service. He expressed appreciation to them for their heroic efforts which involved resuscitation from full cardiac arrest and a subsequent complete recovery of the patient. The names of those recognized are Chris Morgan, John Fullmer, Andy Shock, Paul Olsen, and Travis Burton. Photos of the presentation are part of these minutes as Attachment A.

Manager's Report – Lee Ivie (Attachment B)

Lee Ivie was not present at the meeting. However, the Manager's Report is part of these minutes as Attachment B.

Sale of Hangar C6 to Earl Bradley

Kerr stated that Hangar C6 is the last hangar owned by the airport. The last owner had a sort of lifetime right to the hangar, but he is no longer able to fly. Therefore, the hangar needs to be sold. The assessed value is approximately \$23,000. An offer to purchase the hangar for \$20,000 was made by Earl Bradley.

Bradley, who was present, spoke saying the doors are in much needed repair and thought the cost for their repair should be deducted from the assessed value. However, Brett Robinson from the County Assessor's Office stated that when older buildings are assessed, it is assumed there are things that will need to be repaired. Bradley still asked the board to consider his proposal for \$20,000.

Kerr asked board members what their thoughts were on taking the bid offered or surplus the hangar and putting it out for bid on the market.

Buttars asked what the charter bylaws state the procedure should be. Kerr responded saying it is not specified in the charter. Mayor Daines preferred the public process because it would eliminate any criticism that the public didn't have a chance to bid on the hangar.

Bradley said he is willing to go with whatever the County and City decide. Mayor Daines reiterated her opinion that the public process would be more transparent and a better choice.

ACTION: Motion was made by Francis and seconded by Walton to sell Hangar C6 for the assessed valuation of \$22,500 with property taxes to be prorated as of the date of the sale. The vote in favor was 5-1 (Nay: Daines; Simmonds absent for vote)

Lapse of Construction Deadline – Hangar G7

Last year the board approved a lease for Hangar G7 to Lynn Goodsell. He has not met the deadline of October 31st to begin construction though FAA approval has been granted and a building permit has been issued. Kerr noted that construction is scheduled to begin next week.

The Airport Authority Board has the option of terminating the agreement with Mr. Goodsell or extending the deadline. There was a potential buyer of the lot in attendance at the meeting.

Ward asked if the deadline was missed due to negligence or if there were other circumstances causing the delay. Mayor Daines asked if there is a demand for the property and expressed concern that it isn't going through the public process. Kerr noted that the airport owns the title to the land and leases the property. This particular property (G7) is a bit more desirable than others because of its location. He said the airport receives inquiries all the time about what space is available for hangar development.

Mayor Daines again expressed her opinion that the Airport Authority is a public entity that holds public meetings and that the process of leasing property and selling hangars, etc. should be a public process. Francis responded saying that it is publicly known what spaces are available for lease at any given time. Buttars said the important thing is that the decisions are made in a public forum so that the public is aware of them.

Walton agreed with Ward and asked if there are any mitigating circumstances that caused the delay in construction. Kerr said there was a little bit of ignorance on Mr. Goodsell's part because he was going without a contractor and didn't understand the whole process. He didn't submit the complete package in his application for a building permit and had to resubmit it causing further delay. Francis thought it would be a good idea to have a procedural checklist for the owner to follow so he or she isn't delayed in the construction process.

ACTION: Motion was made by Executive Buttars to extend the approval deadline for another year.

DISCUSSION ON MOTION: Kerr thought the extension should just go to the end of the year, but Francis said a six-month extension would be better taking

weather into account. Buttars agreed to modify his motion to a six-month extension.

ACTION: A modified motion was made by Buttars and seconded by Walton to extend the approval for the Goodsell lease on G7 for an additional six months. The vote in favor was unanimous, 6-0 (Simmonds absent for vote)

Sale of Hangar G7 to Joe Bates

Kerr inquired of Bates, who was present, if he would like to request another space for hangar development. Bates said he will think about it and come back with another proposal. Bates added that Lee Ivie has always been very open about what space is available for lease and the process that needs to take place to get approval from the FAA and building permits, etc.

Daines asked if the parcels for lease have a set price. Kerr acknowledged that there is a fixed price for airport parcels. Daines said that gave her more comfort knowing that every parcel for lease is at a set price.

South Ramp Preservation Project Approval

Kerr said he received a phone call from the State Department of Aeronautics informing him that the funds in the amount of approximately \$250,000 have been allocated for the south ramp preservation project. He said the board just needs to approve the project and the allocation match of about \$25,000 in the budget for next year.

ACTION: Motion was made by Daines and seconded by Ward to approve the South Ramp Pavement Preservation Project. The vote in favor was unanimous 6-0 (Simmonds absent for vote)

Aviation Campus Proposal – Utah Military Academy (Attachment C)

Major Workman distributed material about the Utah Military Academy. It is part of these minutes as Attachment C. He explained that they would like to move into Cache Valley and expand the aviation section at the academy and work with the aviation program at USU. Their mission is to give cadets the opportunity to go places they otherwise would not be able to go.

Steve Carroll, Academic Director, said they are very proud of the academy and what they have been able to accomplish so far. They have been looking at Cache Valley as a prime location for this expansion and would like to partner with Utah State University with a focus on aviation. The airport location would be ideal for this venture.

Carroll directed board members to look at the facility specifications they provided. He said their focus is to keep it small with a cap of 250 cadets emphasizing aviation and STEM programs. They would very much like to complement existing Cache County schools rather than compete with them. The proposed facility would be shared with other entities including the Civil Air Patrol and Utah State University.

Mayor Daines asked what the funding model is for this joint partnership.

Workman said the academy is the primary source of funding and is open to what options are available to make the partnership work. They want to identify local community needs and help fulfill them. Carroll said the biggest questions right now are how do they lease the proposed land and for how much, and could there be a kind of partnership that will be beneficial to the airport and the academy.

Kerr said the proposal is interesting but the location isn't ideal. Workman said they are open to any location. They put this one in the proposal because it was pointed out to them by the airport manager. However, they are open to all options at this point.

There was some discussion among board members about possible locations that might be considered that would accommodate their requirements.

Reimbursement to Logan City for Culvert Work at Construction Gate

Kerr said the storm last year exceeded the capacity of the canal and flooded the airport. The culvert was breached and Logan City made the decision to replace it with a box culvert at the cost of \$80,000. He noted that the decision to put in the box culvert was made long after the flood dissipated and Jed Al-Imari from Logan City underestimated the replacement cost by \$30,000. Logan City is asking for reimbursement from both the airport and Cache County.

Mayor Daines said she'd like to have more conversation as to how to split the cost of the repair. Kerr said he would like to meet again with the City and the County to work out a reimbursement plan.

Committee Reports:

Audit & Finance – Craig Buttars (Attachment D)

Buttars provided a budget worksheet of revenues and expenditures in comparison with the budget which is part of these minutes as Attachment D. He said he still needs to consult with the County Finance Director about the budget and will be more prepared at the next meeting to discuss in more detail.

Operations Committee

No report

Capital Improvements - Bill Francis

No report

Economic Development / Public Relations – Gar Walton

Walton said they have had two meetings to date in preparation for the Open House scheduled for next year June 22, 2019.

Open Items

- Mayor Daines wanted to make sure all is clear that Logan City has done snow removal with overtime paid by the City. Engineering and water crews are used for snow removal at the airport. Successive snow storms will overtax city crews and will require additional crews to

assist the City. Kerr noted that there are additional airport personnel who are able to assist in snow removal if city crews are unavailable.

- Cole Miller from Armstrong Consultants said the CIP has recently been updated. In FY2019, they will be seeking the second reimbursement of \$150,000 for the Taxiway India project. They are also looking at doing a UDOT grant for pavement preservation. Looking at land acquisition in 2020.

Next Scheduled Meeting

Thursday, December 6, 2018 at 8:30 a.m.

Adjournment

The meeting adjourned at 9:50 a.m.

LOGAN – CACHE AIRPORT AUTHORITY BOARD
NOVEMBER 1, 2018

ATTACHMENT A



LOGAN – CACHE AIRPORT AUTHORITY BOARD
NOVEMBER 1, 2018

ATTACHMENT B



October 2018 Manager's Report

1. Current AIP Projects.

- a. **Taxiway C/ USU Ramp Project:** This project has not been closed out at this juncture due to a problem with LeGrand Johnson Construction not meeting all of the Disadvantage Business Enterprise (DBE) requirements outlined in their contract with the airport authority. A discussion with members of the Denver ADO staff, the Airport Authority Board, and Armstrong Consultants took place during the joint planning session at the UAOA Conference regarding this matter, and we are waiting to hear back from the FAA as to what action needs to take place.
- b. **EPS Project:** This project has been abandoned, and we are still left with the mess at the construction site. This company has a signed lease with the airport authority for the property where building materials remain and weeds and ruts in the ground surface are located. I've not had any success at finding an address to mail the invoice for this property lease.
- c. **Reimbursement for Taxi-lane I:** The second installment of \$150,000.00 from the FAA is scheduled to be paid in 2019. This will be the only FAA funds allocated for next year.
- d. **UDOT Pavement Preservation Project.** A State funded project for a crack seal and fog seal of the south ramp is currently on the capital improvement list (CIP) for 2019. The estimated cost of this project is \$250,000.00, and our share would be \$25,000.00. The grant application will be submitted to UDOT Department of Aeronautics no later than January 2019 pending approval of the Airport Authority Board. If possible the grant application process could begin in November of this year.
- e. **Hangars G7, F13, and F15:** Hangars F13 and F15 have been erected and the concrete floors poured. Doors need to be hung on both buildings and aprons connecting to taxi-lane F still need to be constructed. Construction of Hangar G7 has not started and the date that was required for this to commence is November 1, 2018. Mr. Goodsell has been reminded of this requirement but I've not received any correspondence from him in the month of October.

2. Buildings, Grounds, and Vehicle Maintenance.

- a. The rear differential had to be rebuilt in the GMC pick-up due to a broken tooth on the spider gear, and the bearings being worn out because of the broken gear. The cost of repair was approximately \$900.00.
- b. The ARFF Truck had several problems that need to be addressed.
 1. The hose lines for the dry chemical (purple k) were plugged solid.
 2. A compartment heater was not working.
 3. A seal had gone out in a water valve located in another compartment.
 4. A faulty relay switch that determines whether the transmission is operating in pump mode or not needs replaced.
 5. An exterior overhead lamp fixture needs replaced.

Some of these items have been repaired, and the remaining ones required parts that needed to be ordered from a supply company. When the technician returns with these parts I've scheduled a service of the vehicle. Mainly oil & filter change, check of air filters, grease unit, etc.

- c. The Oshkosh snow blower needs new O rings installed in the four oil filter cans. The left hydraulic cylinder of the plow on the white truck has a seal that needs to be replaced and the plow on the red truck needs a new plow blade installed. Arrangements have been made for these items to be fixed.
- d. Miscellaneous repair items other than automotive vehicles were.
 1. A fan relay switch in the furnace of the ARFF building
 2. Rewire taxiway sign near Taxiway Alpha 1.
 3. Install new gate opener switch in the control box of the center gate (Thank you Bill Francis)
- e. Spraying for noxious weeds along the edges of the runways, taxiways, and in the hangar areas typically is done in the spring of each year. This year the county weed department wanted to try something new where they spray these areas in the fall. In order to do this I had to move funds from several line items of the airport budget to cover the expense. This happened in October when the county opens the budget for adjustments. I believe that those funds that were moved to the weed control line will not be needed unless there are many unforeseen expenditures in the next two months of this year.

3. Airport Property Leases.

All airport property leases for July 2018 through June 2019 have been paid except hangar F8 and the property leased by Electric Power Systems. The owner of hangar F8 has been contacted, and the pro rate amount for the EPS property lease will need to be settled once they vacate the premises

4. Part 139 Inspection.

Items that still need to be addressed are;

1. Two taxiway signs need to be relocated.
2. Paint marking at the intersection of taxiway D and runway 28 is nonconforming.
3. Two taxiway lights need to be relocated and one sign panel changed at this same intersection.
4. Relocation of one wind sock and brighter lights on all wind socks.

I'm in the process of setting up a conference call with the 139 inspector, the Denver ADO, and Armstrong Consultants to discuss these items. If possible we would like to include them as part of an AIP project to cover ninety percent of the costs.

LOGAN – CACHE AIRPORT AUTHORITY BOARD
NOVEMBER 1, 2018

ATTACHMENT C



VISION

Goal: to provide a rigorous, structured environment centered on aggressive academics, strong work ethic, service, leadership, and physical engagement.

UMA will prepare cadets as leaders to thrive in a competitive environment upon graduation. Cadets will focus on entrance into service academies, earning ROTC and other scholarships, and preparing for rigor of college or technically challenging careers. Rigor, discipline and leadership naturally maximize their potential throughout life.

College Prep focus

Core Values:
"Integrity first, Service
before self, and Excellence
in all we do!"



www.utahmilitaryacademy.org

<https://www.facebook.com/UtahMilitaryAcademy>

info@utahmilitaryacademy.org

801-689-3013



UTAH MILITARY ACADEMY

Serving Cadets grades 7-12

Enrollment 2019

Open Dec. 2018

Near Hill AFB

5120 South 1050 West - Riverdale

Admissions requirements:

- All students eligible to apply
- Public school, no tuition
- Transcripts, placement test administered (NWEA) upon enrollment
- “Aim High” physically and academically!
- Focused College Prep, not a “reform school”



Cadets who are committed to excellence and dedicated to this rich military environment will thrive!

Four Tracks:

1. *STEM with Engineering and AP Sciences*
2. *Liberal Arts & Music*
3. *Aerospace Technologies*
4. *Computer coding and networking*



Accomplishments

1. Academy Appointments, National Merit Scholar, Presidential Scholars, Music Scholars. Numerous academy nominations earned for 2018.
2. Champion Military Drill Team, Cyber Team, Fitness Challenge Team, Air Rifle Team, Debate Team, and more!
3. Multiple Richie Science Fair winners.
4. Extensive Extra-curricular, Music, Athletic and Competitive programs. Perform and compete at the highest level!
5. Classes at HAFB museum. Cadets work on and restore historic planes and/or Learn to fly!
6. State Legislative Internships.
7. Technology Internships and 14 different IT and computer business classes.
8. Multiple high visibility community and public opportunities.

College Preparation

- 7th and 8th grades prepare cadets for the rigors of high school
- Structured high school programs with “Four Tracks” leading to college readiness and acceptance
- Full Time JROTC Leadership Experience.
- Your Future Starts Here



Extensive support in application to colleges and universities with a focus on Military Academies and ROTC Scholarship opportunities



UTAH MILITARY ACADEMY

AVIATION CAMPUS

TOPICS

- UMA History
 - UMA Aviation Campus Mission
 - Why Expand to Cache Valley?
 - Why the Airport?
 - Facility Specs & Needs
-

UMA HISTORY

Established Hill Field Campus 2014 – Riverdale, Utah

Air Force JROTC, Civil Air Patrol

Opened Camp Williams Campus 2017 – Lehi, Utah

Army JROTC

Currently 1000 Cadets strong

UMA MISSION

The Utah Military Academy will prepare cadets as **leaders** to **thrive** in any competitive environment upon graduation with a focus on entrance into the military **academies**, ROTC **scholarship programs** in colleges and universities or other **technically** challenging opportunities related to the military culture; all of which result in maximizing their potential throughout life.

Refined focus for the Aviation Campus:

CTE, Engineering, & Aviation

Military Structure to Build Culture, not direct pathways

WHY EXPAND TO CACHE VALLEY?

- Over 10,000 veterans living in Cache Valley
- Large Army National Guard & Reserve Components
- No JROTC in Cache County or Logan School Districts
- Struggling Civil Air Patrol

Serve a Need for Military AND/OR Aviation Youth

WHY LOGAN-CACHE AIRPORT?

Cadet Benefits:

- Pilot/Maintainer Shortages Worldwide
- Ground School/Air Frame; STEM

Community Benefits:

- Airport Event Center
 - Community Partnership, CAP, Venture Scouts, etc.
-

FACILITY SPECIFICATIONS

UMA Needs:

- Offices, Gym, Cafe, 12 Classrooms, Parking
- Approximately 250 Cadets

Community/Airport Options:

- Hangar, Museum, Extra Offices, Restaurant





LOGAN – CACHE AIRPORT AUTHORITY BOARD
NOVEMBER 1, 2018

ATTACHMENT D

CACHE COUNTY GOVERNMENT
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

AIRPORT FUND

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEARNED	PCNT
<u>INTERGOVERNMENTAL REVENUE</u>						
277-33-10515	FED GRANT - TAXIWAY CHARLIE	.00	18,701.66	18,701.66	.00 (18,701.66)	.0
277-33-10525	FED GRANT - TAXIWAY INDIA	.00	142,500.00	142,500.00	150,000.00	7,500.00 95.0
277-33-44515	STATE GRANT MATCH - TXY C DES	.00	966.76	966.76	.00 (966.76)	.0
277-33-70105	LOGAN CITY-SHARED NET EXP	.00	.00	.00	80,000.00	80,000.00 .0
	TOTAL INTERGOVERNMENTAL REVE	.00	162,168.42	162,168.42	230,000.00	67,831.58 70.5
<u>MISCELLANEOUS REVENUE</u>						
277-36-10000	INTEREST	.00	.00	.00	1,500.00	1,500.00 .0
277-36-15000	GAS TAX REFUND	.00	7,457.28	7,457.28	8,000.00	542.72 93.2
277-36-16000	LANDING FEES	.00	.00	.00	5,000.00	5,000.00 .0
277-36-18000	FUEL FLOW -STORAGE FEES	.00	.00	.00	18,000.00	18,000.00 .0
277-36-90000	SUNDRY REVENUE	.00	300.00	300.00	6,000.00	5,700.00 5.0
	TOTAL MISCELLANEOUS REVENUE	.00	7,757.28	7,757.28	38,500.00	30,742.72 20.2
<u>AIRPORT LAND LEASE REVENUES</u>						
277-37-80000	AIRPORT FEES-LAND LEASE INCOME	.00	101,297.88	101,297.88	78,900.00 (22,397.88)	128.4
	TOTAL AIRPORT LAND LEASE REVEN	.00	101,297.88	101,297.88	78,900.00 (22,397.88)	128.4
<u>CONTRIBUTIONS & TRANSFERS</u>						
277-38-20000	CONTRIBUTION - CACHE COUNTY	.00	80,000.00	80,000.00	80,000.00	.00 100.0
277-38-90500	APP FUND BALANCE - PO	.00	.00	.00	152,200.00	152,200.00 .0
	TOTAL CONTRIBUTIONS & TRANSFE	.00	80,000.00	80,000.00	232,200.00	152,200.00 34.5
	TOTAL FUND REVENUE	.00	351,223.58	351,223.58	579,600.00	228,376.42 60.6

CACHE COUNTY GOVERNMENT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING OCTOBER 31, 2018

AIRPORT FUND

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT DEPARTMENT</u>						
277-4460-110	0.00	62,778.22	62,778.22	78,000.00	15,221.78	80.5
277-4460-125	0.00	379.65	379.65	7,300.00	6,920.35	5.2
277-4460-130	0.00	32,285.95	32,285.95	40,400.00	8,114.05	79.9
277-4460-210	0.00	100.00	100.00	200.00	100.00	50.0
277-4460-220	0.00	.00	.00	300.00	300.00	.0
277-4460-230	0.00	1,188.93	1,188.93	2,000.00	811.07	59.5
277-4460-240	0.00	66.30	66.30	600.00	533.70	11.1
277-4460-250	0.00	6,589.74	6,589.74	21,000.00	14,410.26	31.4
277-4460-260	0.00	4,386.47	4,386.47	15,000.00	10,613.53	29.2
277-4460-261	0.00	18,346.77	18,346.77	21,000.00	2,653.23	87.4
277-4460-262	0.00	13,893.28	13,893.28	22,000.00	8,106.72	63.2
277-4460-263	0.00	.00	.00	5,000.00	5,000.00	.0
277-4460-270	0.00	11,345.72	11,345.72	17,000.00	5,654.28	66.7
277-4460-280	0.00	3,156.66	3,156.66	4,500.00	1,343.34	70.2
277-4460-290	0.00	3,513.13	3,513.13	5,000.00	1,486.87	70.3
277-4460-311	0.00	1,000.00	1,000.00	1,000.00	.00	100.0
277-4460-330	0.00	9,631.00	9,631.00	13,500.00	3,869.00	71.3
277-4460-510	0.00	7,343.16	7,343.16	12,000.00	4,656.84	61.2
277-4460-621	0.00	3,039.86	3,039.86	6,000.00	2,960.14	50.7
277-4460-739	131,526.39	20,635.18	152,161.57	152,200.00	38.43	100.0
277-4460-990	0.00	.00	.00	155,600.00	155,600.00	.0
TOTAL AIRPORT DEPARTMENT	131,526.39	199,680.02	331,206.41	579,600.00	248,393.59	57.1
TOTAL FUND EXPENDITURES	131,526.39	199,680.02	331,206.41	579,600.00	248,393.59	57.1
NET REVENUE OVER EXPENDITURES	(131,526.39)	151,543.56	20,017.17	.00	(20,017.17)	.0