

Heber City Corporation
Airport Advisory Board Meeting
January 13, 2021
6:00 pm
Regular Meeting

The Airport Advisory Board of Heber City, Wasatch County, Utah, met in **Regular Meeting** remotely via personal computer device or in person on January 13, 2021, in the City Council Chambers in Heber City, Utah. Due to COVID-19 and the Wasatch County Health Department's stay at home advisory, members of the public were encouraged to submit their comments and attend virtually.

I. Call to Order

Chairman Jason Talley called the meeting to order at 6:06 p.m.

II. Roll Call and Pledge of Allegiance (Chairman Talley)

Deputy Recorder, Robin Raines-Bond was asked to call roll. She called the Board Member's names and found 4 members present, 1 excused, and 2 absent.

Present: Chairman Jason Talley
Vice Chair Brian Rowser
Board Member Mike Duggin
Alternate Board Member/City Council Member Ryan Stack

Excused: Board Member Lonnie Woodard

Absent: Board Member Kari McFee
Board Member Bart Munteer

Staff: Airport Manager Travis Biggs
City Manager Matt Brower
Recorder Trina Cooke
Deputy Recorder Robin Raines-Bond

Attending remotely: Jeremy McAlister, TO Engineers
William P. Tew, resident
Steven Ogella, resident

Chairman Talley led the Pledge.

III. Approval of October 14, 2020 Airport Advisory Board Minutes (Robin Raines-Bond)

[10.14.2020 Draft Minutes](#) 

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41 **Motion:** Board Member Mike Duggin motioned to approve the October 14, 2020 as
42 written. Board Member Brian Rowser seconded the motion. Airport Manager Travis
43 Biggs asked that line number 16, Number 2 under the Airport Manager's Quarterly
44 Report be amended to say The AWOS (Automated Weather Observation System)
45 **receiver** instead of AWOS. That change was made. The motion stood as corrected.
46 **Aye:** Board Member Duggin, Rowser, Chairman Talley and Council Member Stack.
47 **Motion passed 4-0.**

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49 **IV. Public Comments:** (Please limit comments to three (3) minutes per person.)

50 No Public Comments.

51 **V. [Airport Manager Quarterly Report \(Biggs\)](#)**

52 Mr. Biggs reported the following:

- 53 1. Updated Gate Card forms were made and New Gate Card conversions started.
- 54 2. AWOS repair was going well.
- 55 3. The experimental antenna was moved. It did not make any difference.
- 56 4. General maintenance around the shop took place.
- 57 5. Three non-Airport related City meetings were held in the building.
- 58 6. Worked with the NTSB (National Transportation Safety Board) and FAA (Federal
- 59 Aviation Administration) for the gyrocopter accident.
- 60 7. Intern Mahan and Mounteer Enterprises Inc. helped with snow removal.

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62 Chairman Talley complimented Manager Biggs on the efficiency of snow removal.

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64 **VI. [General Business](#)**

65 Engineer, Jeremy McAlister reported the following on the Master Plan:

- 66 1. Heber Valley Flight Path delayed.
- 67 2. Forecast Chapter updated and in Draft form. Not yet submitted to FAA.
- 68 3. The overall schedule was updated.
- 69 4. Public Meeting number 2 would be soon.
- 70 5. Draft Inventory was uploaded in July.
- 71 6. Forecast had to be submitted and approved by FAA before the plan can move to the
- 72 next step of Facility requirements.
- 73 7. Alternatives will address any needs for the Facility requirements.

74 Chairman Talley asked if the project would be moving forward on a regular schedule. Mr.
75 McAlister thought it would move faster going forward. He felt the Public Meeting needed to
76 include a review of the last Public Meeting and what had been done since that time last year.
77 Chairman Talley agreed that a review was needed and looked forward to having the Master Plan
78 in place.

Chairman Talley inquired about the Classification of the Airport. Mr. McAlister stated the forecast would clearly establish the classification. There were no surprises in the data of the Forecast Chapter.

Mr. McAlister informed the Board that Mr. Biggs and Mr. Mahan had updated the Master Record, which maintains the number of based aircraft that reside at the airport.

Chairman Talley noted that the T-Hanger Project/Lease Agreement Option was approved at the last City Council Meeting.

VII. Action Item

1. Approval of the Airport Advisory Board 2021 Annual Schedule (Biggs)

[Monthly Airport Advisory Board Annual Schedule](#)

[Quarterly Airport Advisory Board Annual Schedule](#)

Mr. Biggs explained that adding meetings is easier than cancelling published meetings.

Motion: Board Member Mike Duggin moved that they accept the Quarterly Schedule as published. Board Member Brian Rowser seconded the motion. **Aye:** Board Member Duggin, Rowser, Chairman Talley and Alternate Board Member Council Member Stack. **Motion passed 4-0.**

VIII. Adjournment

Motion: Board Member Rowser motioned to adjourn. Council Member Stack seconded the motion. Meeting Adjourned at 6:38 p.m.

Ordinance 2006-05 allows Heber City Council Members to participate in meetings via telecommunications media.

In accordance with the Americans with Disabilities Act, those needing special accommodations during this meeting or who are non-English speaking should contact Trina Cooke at the Heber City Offices 435.657.7886 at least eight hours prior to the meeting.

Posted on January 11, 2021, in the Heber City Municipal Building located at 75 North

118 Main, the Heber City Website at www.heberut.gov , and on the Utah Public Notice
119 Website at <http://pmn.utah.gov>.

APPROVED