

MINUTES
AIRPORT BOARD MEETING
500 W AIRPORT ROAD, SANPETE COUNTY, UTAH
Tuesday, December 14, 2021
6:00 P.M.

Board Members Present: Chair Tom Herbert, Ted Meikle, Scott Larson, Ephraim City Council Richard Wheeler, Manti City Council Mary Wintch

Board Members Excused: Jeremy Hallows

Staff Present: Airport Manager Shaun Kjar, Ephraim Finance Director Steve Widmer

Others Appearing: Mel Leseberg, Mary Widmer

CALL TO ORDER

The Manti Ephraim Airport Board convened on Tuesday, December 14, 2021. Board Chair Tom Herbert called the meeting to order at 6:00 PM.

I. MOTION AGENDA

A. APPROVAL OF THE OCTOBER 19, 2021, MINUTES

Board Member Wintch moved to approve October 19, 2021. The motion was seconded by Board Member Wheeler. The vote was unanimous. The motion carried

B. Hangar Review and Approval (KAYCE PARRY)

Kayce Parry would like to build a hangar. He is not a pilot but would like to use the hangar for an aviation rental. This would be a rental investment, and there are currently no vacant hangars available for pilots. He has already been informed that it cannot be used as a storage unit. The hangar size will be 60'x 75'. Pavement will have to be installed in front of the hangar, and placement is still under review. The lease agreements do allow Board approval for subletting. The sublessee will be required to provide a tail number to ensure aviation use.

Board Member Wheeler moved to approve the application of Kayce Parry for a new hangar contingent upon its commercial aviation use, FAA approval of 7460 form, and the required pavement be laid from the front of the building to the existing tarmac with the taxiway build requirements being followed. The motion was seconded by Board Member Meikle. The vote was unanimous. The motion carried.

II. BOARD REVIEW ITEMS

A. HANGAR LEASE CONTRACTS UPDATE (STEVE WIDMER)

The contract invoices have not been sent out for a while. They are now updated. The issue for the delay was caused with transferring hangars. New hangar contracts were made for everyone. A contract cannot be assumed by a new owner. The new owner must sign and submit a new contract. A few contracts have still not been signed. The calculations are done by the square footage of the building. The CPI (Consumer Price Index) and price per square foot was discussed at length. The subject will be discussed further by Ted, Jon and Steve to determine how to bill the first year for new hangars and hangars changing hands. Contract content was reviewed.

B. AWOS UPDATE

The technician thought the message issue was fixed. The power cycling and backend changes were done and did not fix the issue.

C. JASON STEVENSON HANGAR UPDATE

This hangar is under construction. The footers are in and the steel for the frame is sitting on the ground.

D. AS-BASED REPORT

The tail number for all based aircraft is required. The state tax assessor uses the information to check the registration on the planes. The State should have a website that allows you to update the report. The report is also needed for federal funding.

E. DISCUSSION OF MOWING AND SNOW REMOVAL SOLUTION

UDOT has been contacted and there is a possibility that their commercial mowers could be used to mow the airport grounds. This solution will be pursued and may allow funding for a snow removal solution.

F. WATER STORAGE

There is an option to park a 6,000-gallon water tanker at the airport. The fire chief is interested in locating it at the airport as it is not used for fires within the city, and it does have a pump. It is a good solution as a water storage option for fire suppression. A permanent water storage solution was also discussed.

G. SURVEY AND NEW EXHIBIT A

The surveyors have come up with the parcels for desired purchase. The cities will have to pay for the expenses up front. Once a contract is signed the FAA will reimburse the cities. The environmental study cannot be combined with the Catex. The next step will be getting the scope of work signed. City Councils will then have to approve it. There is an option of purchasing the parcels and then lease them out for agricultural purposes.

There being no further business to come before the Airport Board for consideration, Board Member Wheeler moved the Airport Board Meeting adjourn at 7:33 p.m. The motion was seconded by Board Member Larson. The vote was unanimous. The motion carried.

The next Airport Board meeting is scheduled to be held on January 18, 2021, starting at 6:00 PM.

MINUTES APPROVED:

Tom Herbert, Chair

Date

ATTEST:

Candice Maudsley, Secretary

Date