

MINUTES
AIRPORT BOARD MEETING
500 W AIRPORT ROAD, SANPETE COUNTY, UTAH
Tuesday, January 18, 2022
6:00 P.M.

Board Members Present: Chair Tom Herbert, Jeremy Hallows, Ted Meikle, Ephraim Council Liaison Richard Wheeler, Manti Council Liaison Mary Wintch

Board Members Excused: Scott Larson, County Commissioner Edwin Sunderland

Staff Present: Airport Manager Shaun Kjar

Others Appearing:

CALL TO ORDER

The Manti Ephraim Airport Board convened on Tuesday, January 18, 2022. Board Chair Tom Herbert called the meeting to order at 6:00 PM.

I. MOTION AGENDA

A. APPROVAL OF THE DECEMBER 14, 2021, MINUTES

Paragraph F, G, and B have non-substantive changes and will be corrected.

Board Member Wintch moved to approve December 14, 2022, Airport Board minutes with adjustments made. The motion was seconded by Board Member Wheeler. The vote was unanimous. The motion carried

B. NEW HANGAR REVIEW AND APPROVAL STATUS

Jason Stevenson's hangar is in the process of being built. Kayce Parry has an application submitted, but it has not gone to the FAA yet. The GPS coordinates will be done in the next couple weeks. The guidelines for the asphalt depth are needed. It is possible Mel Leseburg can provide that. There are others interested in building hangars, but no applications have been submitted. The water tanker option is still being looked at as a solution for the fire requirements. The airport lease agreements were discussed, and the new Finance Manager Jon Knudsen will finish the agreements. There is interest from two entities to build hangars. They would like an updated master plan for future expansion at the airport. This would help them determine the size and number of hangars needed.

C. STATUS OF PROPERTY PURCHASES

The cost and people needed for property purchases were discussed. The approximate cost is \$150,000. This would cover the preliminary design phase, appraisals, acquisition and negotiation phase, closeout package, subconsultants, review of appraisal, and site assessment. This does not include the cost of the land. If the FAA process is not followed to acquire the land, the cost of the land will not be reimbursed. The Board agreed the first step is to review and understand the cost proposal received before deciding.

Board Member Wintch moved to go into closed meeting at 6:32 PM for the purpose of discussing the purchase of real property. The motion was seconded by Board Member Wheeler. The vote was unanimous. The motion carried.

Board Member Wheeler moved to go back into open meeting at 6:45 PM. The motion was seconded by Board Member Wintch. The vote was unanimous. The motion carried.

D. RENTAL CABIN APPROVAL

There has been interest in building small cabin rental properties at the airport. This could be a hub for back country pilots as well as an economic draw to the Manti- Ephraim Airport. Other airports have allowed people to fly in and rent a cabin for the night. They would be primarily intended for transient pilots. A lease agreement similar to a hangar lease would be required. A private entity would run it. The cities would not have any ownership or responsibility for maintenance and management. The mayor of Ephraim City was consulted and is not interested in the concept. Some Board members thought it was a good idea, but infrastructure would be needed to proceed with the concept. There was a concern about the business model and being left with vacant buildings. The cities would have extra maintenance responsibilities such as snow removal for a larger area. A grassy area with picnic tables and a fire ring was brought up. The Board is open to discussion but would like the master plan reviewed first. The county would have to be consulted concerning the zoning before proceeding. The subject was tabled until the master plan is reviewed, and more detail is given.

II. BOARD REVIEW ITEMS

A. AWOS RECORDING REPAIR UPDATE

The AWOS has not been repaired. It may need a new voice board. Shaun will get an update from the technician and find out when the repairs will be made.

B. DISCUSSION OF MOWING AND SNOW REMOVAL CONTRACT

The option of using UDOT to mow around the airport is being discussed and looks possible. There is a grant available that could possibly be used to purchase a mower for the airport. The city

employees would still be doing the work but using airport equipment. Manti City Public Works has done a great job this year in doing snow removal.

C. FUEL RECEIPT PRINTER REPAIR

The receipt cutter has been wrapping receipts around the spool intermittently causing them to be damaged. It is believed that it is repaired now after taking it apart. The Fuel Master system is being looked at as well.

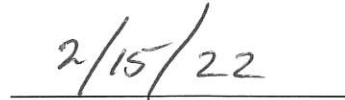
There being no further business to come before the Airport Board for consideration, Board Member Meikle moved the Airport Board Meeting adjourn at 7:30 p.m. The motion was seconded by Board Member Wheeler. The vote was unanimous. The motion carried.

The next Airport Board meeting is scheduled to be held on February 15, 2022, starting at 6:00 PM.

MINUTES APPROVED:



Tom Herbert, Chair

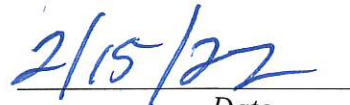


Date

ATTEST:



Candice Maudsley, Secretary



Date