

MINUTES
AIRPORT BOARD MEETING
5 South Main Ephraim, Utah
Tuesday, April 19, 2022
6:00 P.M.

Board Members Present: Chair Tom Herbert, Scott Larson, Ephraim Council Liaison Richard Wheeler, Manti Council Liaison Jeff Killian

Board Members Excused: Jeremy Hallows, Ted Meikle

Staff Present: Airport Manager Shaun Kjar, County Commissioner Edwin Sunderland, Candice Maudsley

Others Appearing:

CALL TO ORDER

The Manti Ephraim Airport Board convened on Tuesday, April 19, 2022. Board Chair Tom Herbert called the meeting to order at 6:10 PM.

I. MOTION AGENDA

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A. APPROVAL OF MINUTES

The Board reviewed the minutes of the February 14, 2022 Airport Board Meeting.

Board Member Killian moved to approve the February 14, 2022; Airport Board Meeting Minutes as presented. The motion was seconded by Board Member Larson. The vote was unanimous. The motion carried.

B. ANNUAL FLY-IN PLANNING

Pre-event Planning:

<u>Item:</u>	<u>Assigned to:</u>	<u>Contact:</u>
Army National Guard – Helicopter Static Display	Scott Larson	
Sky Divers	Tom Herbert	
Helicopter Rides (Civilian)		
Hot Air Balloon	Tom Herbert	

Breakfast	Shaun/Candice	
PTA Lunch or Food Trucks	Jeremy Hallows?	
Car Show		
Coke Trailer	Javiation	Mel Leseburg
Date posted with Utah Back Country Pilots	Tom Herbert	
Salk Lake Community College (demo engines)		
STOL demonstration	Tom Herbert	
Flight Schools	Scott Larson	
Band (Phat old Professors or Snow College)		
Aviation Program for youth, STEM Program	Shaun Kjar	Dean Olson
~~Remote Control Planes~~	Remove this year	

Marketing:

<u>Item:</u>	<u>Detail:</u>	<u>Assigned to:</u>
Flyer	Facebook/Prints	Ted Meikle
Flyer	Pyramid Shopper/Messenger	Ted Meikle
Radio Remote	KMTI	Funding: Candice Schedule: Shaun
T-Shirts	I-Four Media	Tom Herbert
Road Sign	I-Four Media	Tom Herbert
City Electric Signs	Send Manti's to Kent	Candice

During the Event:

<u>Item:</u>	<u>Assigned to:</u>
Front Gate/ Head Count	Richard Wheeler
Fuel Discount	Shaun Kjar
More garbage cans and/or dumpster	Candice Maudsley

Port-a-potties	Shaun Kjar
A-frames with parking signs (ask Michael about Scandi Fest A-frames)	Candice Maudsley

Clean up:

<u>Item:</u>	<u>Assigned to:</u>
Youth City Council - Ephraim	Ted Meikle ?
Youth City Council - Manti	Jeff Killian

II. REVIEW ITEMS

A. HANGAR CONSTRUCTION CLEANLINESS

Discussion needs to be had with contractors about leaving garbage and construction waste at the airport. The option to add wording to the hangar contract or the gate key access process, regarding cleanliness, was considered.

B. RAMP AND RUNWAY CLEANLINESS AND SAFETY

The Board discussed the FOD (Foreign Object Debris) removal at the airport. There have been recent complaints concerning the debris on the runway. This is a safety issue and a liability for the airport. It was suggested the City Managers and Public Works Directors of Manti and Ephraim meet concerning this and adopt a policy that both cities will participate in. It was estimated that the FOD will need to be removed from the ramp, runway, and taxiway at least once a week. It is possible the cities could switch off yearly between snow removal and FOD removal.

C. UTAH AIRPORT OPERATORS' ASSOCIATION UPDATE

- A letter was submitted to UDOT after the conference to show interest in the virtual tower tracking software (Virtower). UDOT will cover the cost of the software for two years. This software will provide much needed economic impact information.
- The method of spending CARES and ARPA funds was discussed. Final rule guidance has been released and the airport has four years to spend the funds provided. It is recommended the CIP (Capital Improvement Project) list be ranked according to priority. Some of the projects considered will be:
 - The water tank project
 - Cameras
 - WIFI at the airport
- The Utah Aeronautics Conference will be held in May. Tom is signed up to attend.
- AWOS- The voice board was changed, and it did not fix the problem with the long pause. The Board will consider ideas to replace the company that services the AWOS.

ADJOURNMENT

There being no further business to come before the Airport Board for consideration, Board Member Larson moved the Airport Board Meeting adjourn at 7:19 p.m. The motion was seconded by Board Member Killian. The vote was unanimous. The motion carried.

The next Airport Board meeting is scheduled to be held on May 17, 2022, starting at 6:00 PM.

MINUTES APPROVED:

Tom Herbert, Chair

Date

ATTEST:

Candice Maudsley, Secretary

Date