

## **MINUTES**

The **Rogers Airport Commission** met for a regular session virtually via zoom on April 12, 2021 at 4:00 PM. The meeting was called to order by Ray Hobbs.

### **PUBLIC FORUM:**

There were no public comments.

### **ROLL CALL:**

Present: Bob Crafton, Mark Fryauf, Ray Hobbs, Clyde Tempel

Not Present: Gary Jackson, Jerry Vest

Others Present: David Krutsch – Airport Manager, Jennifer Moore- City Staff, Linda Jennings -BLA, Adam White Graver

### **ACTION ON MINUTES:**

1. March 8, 2021

Motion by Mark Fryauf, Seconded by Clyde Tempel, Action: Approve

Voice Vote Yes: Bob Crafton, Mark Fryauf, Ray Hobbs, Clyde Tempel

Motion Passed

### **FINANCIAL REPORT:**

1. March 31, 2021

Krutsch provided the Financial Report for period ending March 31, 2021. Krutsch stated flowage fees are in the same range as February. Inclement weather impacts here and across the U.S. also impacted results. Krutsch stated he expects improvement in the coming months with COVID recovery and better weather.

Krutsch advised that Customs expense account #70745 includes a quarterly payment.

Contract Tower Expense account #70831 reflects two months, a posting overlap.

### **MANAGER'S REPORT:**

Krutsch briefed the Commission on the status of the AIP 38 project. Krutsch stated the following have been accomplished: relocation of Executive hangar tenants was accomplished, removal of the hangar slab, mucking of the pond, topsoil striping, and asphalt milling. Krutsch stated a number of safety and security training sessions have been conducted. Krutsch noted that the next few weeks will be focused on large scale excavation and utility relocations. Adam White provided information on contractor's schedule, noting that the north side timeline shows work going to early Sept; south side through early August. The project currently looks to be a little ahead of schedule with the current work being grading, dirt work, and utility work.

David thanked Linda Jennings and the BLA team for their cooperation in coordinating project logistics. Ms. Jennings reported that this has been one of the least impactful projects, and has not affected day to day operations.

Krutsch reported that the Black Hills utility work is almost finished with just a few items remaining.

The Commission discussed dust mitigation during the project and contractor requirements for dust control.

Krutsch informed that summer conversion of ops equipment has been completed with no issues or large expenses to report. Krutsch stated he issued a letter of intent for a potential 10,000 sq ft hanger. It is under review and has not been executed yet. Krutsch stated he has continued researching roofing products and repair alternatives for the Executive hangars, noting the possibility that we may be able to purchase through cooperative purchasing alliance. Krutsch anticipates reviewing with Commissioner Jackson in the next few weeks.

Jennifer Moore informed the Commission about the new look to the agenda center that they will see with the May Agenda, and the board portal which will be rolled out in the upcoming months. Training will be provided at an upcoming Commission meeting.

### **OLD BUSINESS:**

1. Review and discussion of meeting date conflicts

The Commission discussed possible options for alternative date/time, particularly the second Wednesday, lunchtime options. Those present agreed to move the meeting to the 2nd Wednesday of the month, 1:00PM, with the new scheduled to begin on May 12th, 2021.

### **NEW BUSINESS:**

1. Consideration of pavement maintenance proposal: Route and Crack Seal Runway 2/20 and miscellaneous locations (2021 Budget Item)

The proposal from Custom Pavement to complete the work at night has a total cost of \$14,000 plus tax. Krutsch noted that \$15,000 was budgeted for this item, which is a carryover from 2020. The time frame for the work is springtime with moderate temperatures. Krutsch notes that the routing of the joints will increase longevity of repair.

### **OTHER BUSINESS:**

### **COMING EVENTS:**

1. Lunchtime webinar for Rogers City Board and Commission Members, April 22, 2021, 12:00pm-1:00pm

Krutsch advised that invites should have been received by members for the April 22 Board and Commission Lunchtime Webinar. Updates on city projects and opening/meeting strategies will be discussed by the Mayor.

### **ADJOURN:**

Motion by Clyde Tempel to adjourn.

**ATTEST:**

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Secretary

**APPROVED:**

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Chairman