

Airport Advisory Meeting

MINUTES

2/11/2025

3:00 PM

AIRPORT CONFERENCE ROOM

MEETING CALLED BY	Scott Wardwell
TYPE OF MEETING	Monthly
CHAIRPERSON	Charlie Namur
NOTE TAKER	Scott Wardwell
ATTENDEES	Nate Grass, Leigh Smith, Tom Powers, and Granville Lamb

APPROVE JANUARY MINUTES

COMMITTEE

DISCUSSION	Item was tabled due to lack of Quorum approved.	
CONCLUSIONS	Motion and second was that we approve the minutes with the correction. This was unanimously approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

REVIEW ANNUAL ENPLANEMENTS

SCOTT

DISCUSSION	We had the best January since the year 2000 only 17.8% below 2000 and 12.5% higher than 2024.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Change Highlight	Scott	

AIRPORT CAPITAL PLAN

DISCUSSION	Scott went over the updates to the five year plan. This is the list of priorities identified by FAA and the Airport. The projects for 2025 and 2026 were switched around as schedule was not going to allow all the projects planned for 2025 to be completed.	
CONCLUSIONS	Motion and second was that the plan be adopted. This was unanimously approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ON-GOING CAPITAL PROJECT UPDATE

DISCUSSION	Terminal ground breaking is planned for April. Still working to get permits in place. The USDA Loan application is nearly complete. We are planning to submit an application for the NBRC Transit for Timber Grant. We will be going for the maximum amount \$5 million. We have completed our review of the research hangar project. It has been decided to redesign the building using Harriman Associates. The building committee met and discuss the change in engineering firms. Jacobs will continue with the street, utilities and parking lot portion of the project. The 16,000 sq.-ft building will need to be downsized to 12,000 sq-ft according to Harriman. We are attempting to get EDA approval on the scope of work change. In May we will be adding an AIT machine (body scanner). It will go next to the metal detector. Some of the glass wall has been removed and a temporary plywood sheet has been installed where the AIT will go. We have met with TSA and Code. We have a plan for adding more seating post security. We will install a temporary wall and door to separate out some of the baggage claim area. No update on the pavement maintenance plan. Several AIP projects are in various stages of closeout	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

NON-FAA CAPITAL PROJECT DISCUSSION

SCOTT

DISCUSSION	Scott went over four projects. They included the following; IP building rehab, Aerospace Research		
	Park Design, T-Hangar Unit and a 50,000 sq.-ft research hangar. Scott requested approval to getting engineers on		
	Board to do some preliminary estimates to prepare for doing CDS applications for all but the T-Hangar Unit. Scott shared with the group that while these are very worthy project and likely to score well with a CDS application, the source of the local share has not been determined. It may be necessary to finance the local share. For the T-hangar unit we would have engineers look over the design of the previous t-hangar unit and do a detail cost estimate. That estimate would then be discussed with interested aircraft owners to see if there would be interest in the five units. A lease rate would be calculated to repay a loan required to build the units, maintain the units and provide for a 5% profit.		
	Charlie commented that he felt the scope of work for the IP Building evaluation should include the roof, code updates and the presence of hazardous materials.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

ECONOMIC DEVELOPMENT UPDATE

DISCUSSION	Nothing new to report		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

AIRPORT CURRENT EVENTS

SCOTT

DISCUSSION	Nothing new to report	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		
