



INDUSTRIAL AIRPORT

Garnett Industrial Airport Advisory Board Minutes of Meeting February 8, 2019

I. Call to Order

The Garnett Industrial Airport Advisory Board met on Friday, February 8, 2019 at City Hall with the following members present: Pat Schettler, Chairman; Mike Brown, Roger Brummel, Bill Reeder, Members. Absent: Charles Allen. Also present were Chris Weiner, City Manager; Gary Ecclefield, Airport Manager, and Susan Wettstein, Director of Community Development.

The meeting was called to order at 4:36 p.m.

II. Minutes

A motion was made by Roger Brummell and seconded by Mike Brown to approve the minutes of January 11, 2019 with the following amendment: Gary Ecclefield received a response from NBS; not recommended NBS. Discussion was that Gary corrected the minutes stating that NBS cannot do credit card services for the airport, as it cannot interface with Centex. Upon no further discussion the motion to approve the minutes as amended passed unanimously.

III. Old Business

Board Vacancy - Remains open at this time.

Credit Card Machine Update - Gary reported that Heartland quoted \$88 per month, plus \$0.03 per transaction; Bypass quoted \$80 per month, NBS quoted 1.75% pass through plus \$0.20 per transaction. It was questioned if we could get software from somewhere else? Gary explained that the software system and pump currently in place was installed by Broyles of Humboldt. He was asked to contact them to see if there is a different system that credit cards would interface with and what such change might cost and if a more feasible credit card system is available if the change was made. City Manager Weiner directed Gary to find out what kind of system Allen County uses in which credit card processing goes to through their courthouse. It was questioned what Ottawa's Airport uses. Bill Reeder has contact information if needed.

No word has been received on KDOT grant yet.

FAA Grant - No word on grant (100% funding) yet and may be delayed due to recent government shutdown.

Master Plan - Information was provided to Garver about the number of spray planes and total takeoffs for 2018. This wasn't what the board had originally thought. We had anticipated 4,000-4,500. In calculating actual takeoffs for last year proved to be 2,100; considerably less than anticipated. It was said that 2017 would have been much higher but last year wasn't as active. Still need letters from Lynn, Pence and possibly someone from Kingsley.

City Manager Weiner asked if it was possible for this board to meet earlier. It was determined that the meeting time would change to 4 p.m.

City Manager Weiner asked that consideration of the Airport Manager's annual contract be a topic at the next meeting. Chairman Pat Schettler will clear the agenda for the next meeting for this discussion.

City Manager Weiner left the meeting at 5 p.m.

Term Renewals - The term renewals for Pat and Roger were approved by the City Commission, as well as Bill's appointment.

IV. New Business

Purchase of Tank - Discussion was held on the tank that is for sale that was emailed to us for consideration. The portable unit with attached equipment was enticing and it was questioned if we could perhaps make an offer still. Gary will check to see if it is still available.

Air Fair is a go in conjunction with Square Fair.

Bids on Roof Repair - Gary received three (3) bids. This discussion tabled in order to visit with City Manager Weiner on how best to proceed and funding.

Budget - A financial report for January was provided to the board. Discussion to have City Manager Weiner go over the financial report and budget for the airport was suggested.

The Airport Manager's Report was presented by Gary Ecclefield. In addition, it was noted that the trees north of the runway is a heights and hazard issue in need of being addressed in the near future. Susan will check with electricians on having the wiring of the beacon looked at to address why the green light keeps burning out. Will have to wait until weather permits them to look at this.

V. Adjournment

With no further business to come before the board, a motion was made by Roger Brummel to adjourn the meeting. The motion was seconded by Bill Reeder. Motion was unanimously approved. The meeting adjourned at 5:50 p.m.

Minutes recorded by Susan Wettstein.