

Meeting Minutes for April 2, 2015  
Airport Advisory Board (AAB)  
Custer County, Colorado

- I. The meeting was called to order at 10:00 am.
- II. **Role Call:** Members present: Dallas Anderson, Jack Decker, Bob Giacomelli, Dan Green, Robert Jolley, and Bob Koester. Members absent: Bill Geipel. Guests present: Allen Butler, Lynn LaGree, Jillian Ward. Commissioner Bob Kattnig was also in attendance.
- III. **Approval of Minutes: Robert Jolley moved to approve as distributed. Dan Green seconded and the minutes were approved.**
- IV. **Amendments to Agenda:** The agenda was amended to add a Treasurer's Report
- V. **Audience Introductions/Comments:** No introductions or comments.
- VI. **Airport Manager's Report** (Robert Jolley): Revenue from fuel sales for March 2015 was \$687.36. There are 1,445 gallons of fuel in storage, which is a cash inventory of \$7,514. The purchase cost of fuel is \$3.57 as of 4/1/2015.

CDOT/Colorado Division of Aviation employees Scott Storie and Kaitlyn Westindorf recently conducted an airport inspection.

LED area lights are under consideration.

Problems are being experienced with the furnace boiler in the airport's operations-maintenance-storage building. If needed, a service call would be expensive since the closest company that services the airport's particular boiler is in Colorado Springs. Mr. Jolley offered to share the trip charge with the airport since he has the exact boiler in his house and has his boiler serviced in the spring or early summer. If a service call is required, the AAB was in support of sharing a trip charge since it would save the county money. The bill submitted to the county should only show county charges.

- VII. **Fuel Report:** Was covered in the Airport Manager's report
- VIII. **Treasurer's Report:** Airport expenditures for March: fuel point of sale charge - \$30.00; phone bill - \$104.88, internet connectivity - \$60.00; propane - \$315.00, electric - \$127.00.
- IX. **Old Business:** Ride the Rockies: Ideas of how to promote Silver West Airport at the event were discussed. At a minimum the AAB would like printed materials for the event to include information about the location of the airport, services that are provided, and an invitation to

visit and/or fly-in. **Chairman Anderson will follow up with Donna Hood, who is leading the community effort to host the event.**

Fly-In: Being considered for September: Wes Taylor is expected back by April 15. **Mr. Jolley will meet with Mr. Taylor to see if he would be interested directing the fly-in.**

Repair Lights: Discussed in Airport Manager's Report.

Locks: Lock on south door of the operations-maintenance-storage building works, just sticks. An effort will be made to get the lock working, but if a new lock is required the AAB seems to be in favor of a mechanical (not electronic) lock, which would cost \$200-\$250.

- X. New Business:** Item not on the agenda: Chairman Anderson asked opinions about whether the combined Secretary/Treasurer AAB position should be split. Some discussion followed, but no decision was made.

Revisit Bylaws: Not discussed.

Reset Door Code: Tabled till the next meeting.

Review Mission Statement/operating philosophy: Commissioner Kattnig reported he is working to achieve a goal of having the airport's fuel tank full at the beginning of 2016 or of having the necessary funds in an airport account to fill the tank. This, and the establishment of a dedicated fuel account should allow more efficient management of fuel resources at the airport. He reported that fuel purchase funding and other airport budget issues for this year (2015) were problematic and he is investigating ways of finding funding within existing county resources.

**Commissioner Kattnig then requested that the AAB layout airport needs for the rest of the year. He requested estimated costs, and for reoccurring items, their frequency.**

Chairman Anderson distributed several documents at the meeting.

Mission Statement: Chairman Anderson requested comments and suggested improvements.

Business Plan/Operating Philosophy: Chairman Anderson requested comments and suggested improvements.

Recommendations to Custer county BOCC: This document contained suggestions for modifications to the airport budget, the adoption of a mission statement and business plan, and a request regarding vehicles parked in the airport parking area that are in violation of

airport rules. After much discussion it was decided that the AAB should wait at least one month before going forward with this document. This will allow Commissioner Kattnig to address some of the issues addressed in the document and also allow the refinement of the supporting documents. One **exception was that Chairman Anderson was instructed to present a list of the vehicles in violation of airport parking rules to the BOCC at the next meeting.**

Item not on the agenda: A short discussion followed regarding what should be reported to the BOCC at their next meeting. Chairman Anderson will provide the BOCC a fuel report indicating the current cost of fuel, that we have about 5 weeks of fuel remaining, and emphasizing that fuel should to be ordered by May 10, or we risk running out of fuel. He will also present the list of vehicles in violation of parking rules that was mentioned in the previous paragraph.

Item not on the agenda: Regular meeting day for the AAB: For reasons related to when the BOCC meets and when Custer County vouchers are due each month, **it was decided to move the regular meeting date for the AAB from the first Thursday to the third Thursday of each month. The AAB also decided the next AAB will be April 23, 2015 at 10:00. This constitutes having two meetings in April 2015.** Thereafter there will be one meeting a month and that meeting will be held at 10:00 am on the third Thursday of the month.

XI. The meeting adjourned at approximately 11:30.

Respectfully submitted,

Jack Decker, Secretary