

Meeting Minutes for April 20, 2017
Airport Advisory Board (AAB)
Custer County, Colorado

- I. **Call to Order:** Chairman Dallas Anderson called the meeting to order at 10:04 am.
- II. **Roll Call:** Members present: Dallas Anderson, Alan Butler, Jack Decker, and Robert Jolley. Members Absent: Dan Green and Bob Koester. No guests were present.
- III. **Approval of Minutes:** Robert Jolley moved to approve the March 16, 2017 meeting minutes. Allen Butler seconded. The Motion carried.
- IV. **Amendments to Agenda:** Added to Old/New Business: Remodel of the Coffee Bar/Kitchen in the Airport administrative building.
- V. **Audience introduction/comments:** None
- VI. **Airport Manager's Report (Robert Jolley):** Latest quote on the cost to purchase aviation fuel: \$3.53. Phillips 66 notified Mr. Jolley that the Point of Sale (POS) software may need to be updated due to changes in the BIN range used by MasterCard. Whether the update is needed depends on the version of the software the Airport currently has. Mr. Jolley believes an update will not be needed, but will contact QTPOD to make sure. Mr. Jolley reminded the Board that he would be away for a few days. He will forward Airport questions that cannot be answered over the phone to Jack Decker. Alan Butler will report Airport on Airport issues at the next Commissioners meeting since Dallas Anderson may not be available.
- VII. **Fuel and Airport Fund Report:** As of March 31, 2017 there were 1,444 gallons of fuel in the Airport tank. Fuel sales for March totaled 270.47 gallons. The Fuel Fund contains \$5,589.59 and the Capital Account contains \$21,000.
- VIII. **Secretary/Treasurer's Report (Jack Decker):** Expenditures for the first quarter of 2017 were below 2016 levels, excluding a fuel purchase and insurance cost. In 2016 fuel was purchased in the first quarter. In 2017 the first fuel purchase is anticipated in the second quarter. As of the meeting the Treasurer had not received a 2017 bill for insurance. Mr. Decker indicated he would most likely miss the May Board meeting and requested someone be available at the meeting to take minutes. Robert Jolley volunteered to find a substitute.
- IX. **Old/New Business: Say Weather System:** The system has been purchased and delivered. Dallas Anderson and Jack Decker will install the system on May 21 and 22.

Fuel Dispenser Bid: Request for bids details have been advertised and requests were sent to

5 specific vendors. No bids have come in yet. Bids will be opened April 28. The contract may or may not be awarded on the day bids are opened.

Fly-In: Colorado Springs will have a fly-in on the same day Silver West's fly-in is scheduled. After discussion the Board decided not to change the date of our Fly-In (September 23, 2017). Alan Butler agreed to serve as chair of the Fly-In committee and Robert Jolley will serve as backup. Bill Geipel is in charge of food.

Summer Work: Dallas Anderson asked Board members to think about what needs to be done at the Airport over the Summer and let him know so the work can be scheduled.

Airport Signs: Further action on Airport signage will not be taken until the May 2017 meeting.

Water Hydrant Reconnection: Dallas Anderson will check on the details of permitted use of the Airport water wells and report to the Airport Board and the County Commissioners.

Remodel of the Coffee Bar/Kitchen: The Airport Board was in agreement that the bar/kitchen needs to be remodeled to include cabinets, running water, and a sink. No formal action was taken at the meeting.

At 11:40 am, Chairman Anderson adjourned the meeting. The next AAB meeting is scheduled for May 18, 2017.

Respectfully submitted,

Jack Decker, Secretary/Treasurer