

Tioga Airport Authority Meeting Minutes
June 20 2024
7:02PM
Tioga Airport Terminal

Board Members: Curtis Vande Sandt, Jeff Moe Jr., Paul Weyrauch (remote), David Pagel, Dean Hanson
Bookkeeper: Patricia Hove

Guests: Wayne Knutson, Steve Jensen, Mike Holm, Shane Steiner,

1. Previous meeting minutes for 5/22/2024 read by David Pagel, Dean motion approve minutes Curtis Seconds. Special meeting June 4 2024 read by David Pagel Curtis motion to approve Dean Seconds motion passed
2. Treasurer's Report: Bills for June totaling \$95,442.83. Bank Balance of \$654,585.69, QB balance of \$593,691.32 Uncashed check balance of \$60,894.37. Motion to approve bills as presented David makes motion to approve Curtis seconds motion passed

Old Business:

Airport Update

The taxiway project is basically complete. Tool cat was serviced crab steering was repaired under warranty. Pioneer is to fix the grass spots that are dead if they aren't fixed by 4th of July Jeff will have meeting for them to fix or we will fix it ourselves

KLJ Update

Final completion walkthrough before this meeting, Shane will send out a punch list to contractor to follow before final, pick up some rocks, conduit, depressed areas to be leveled, everything has been seeded. Taxi light tags to be completed. Contractor to supply project binder with warranties and megger readings for future troubleshooting. Porta John to be removed this week. Two more pay estimates one for the rest of this month then retainage. Pay estimate #2 sent last week was for \$320,936.13, roughly about \$100k then final retainage payment roughly \$62,000. Shane to follow up on federal payment that TAA has not received. CIP request for the state will be at 9AM at the Minot aero center July 31. Fuel system new location FAA was ok with that, only concern is that if the 80x100 lot may create congestion. FAA would like it to the south but it would be better on the concrete. So that the plane is on the concrete when fueling. If the community hangar is to the East of the terminal that shouldn't affect the fueling then. West side of terminal will just be a parking lot. Shane to get height restrictions. The pavement rehab project, Shane provided a better breakdown of the bid itself. If we reject the bid now we are eligible for 95% roughly \$20,000 co capitalize on over the next two years. Roadway would be willing to hold bid prices but the others were not yet. Shane said we would need to vote by next meeting. Tabled deciding on bid until next month.

Equipment Liquidation

Dean and Jeff sold 2 fuel pumps 30 chairs propane tank sold.

Flight Tracker

Tabled

Code of Conduct

Jeff read new code of conduct Curtis made motion to approve and adopt Dean Seconds motion passed.

Tee Hanger/New

Mike updated the roof is on and the ridge cap should be here Tuesday, the lifting units on the doors are old and hard to get parts for was talking about the possibility of possibly getting new ones 3 are in good shape and 3 that need work one of those need to be replaced. Should there be rain gutters? Jeff looked and the current one doesn't so probably won't need them. The door rain protectors look old and do not match, in the middle of next week they will begin to need an electrician so that they can test doors. When the walk-in doors are built there should be spring loaded hinges. Also will need new pushbuttons, Jeff suggested using the old slant wall door Paul suggested checking with Schwitz they will build custom ones. Paul will get some information on another one. Chains will also need some work as they are rusty. Main beam will need repainting Jeff ask for a motion Curtis motion \$2000 cap for the door beaks Dean seconds motion passed. Same color as trim. Mike wanted to purchase some of the tin TAA would like to keep some. If Mike fixes the tin on current hangar where there is major damage he can take the rest of the tin. Bid for door cut building and install framework and hang it up for the new slant wall door figured it may need footer Paul thinks it will be just fine. Wayne suggested bigger steel plates but Paul said they may need to adjust the door for the increased height they will adjust the header. Estimate is about \$16,500 for the door install David makes motion to approve the bid for the slant wall Dean seconds there was some discussion about insulation. Motion passed. Jeff is looking for quotes for roll up doors for old and new buildings 10' wide x 18' deep as tall as the building.

Snow Blower

Jeff hasn't heard anything it is 12' blower tabled

Culverts

Quote from True North Steel for 3 spots west side of new T hanger 48' x18" West side of Paul's new hanger 90'x18" 140'x18" west side of Paul's big hanger \$12,053.33. Paul is concerned about the water in front of his new hangar and suggested using concrete slot style ones so that the water still runs correctly or possibly pour in place. Curtis make a motion to go ahead with the culverts Dean seconds the \$12,053.33 for culverts motion passed.

TAA Agreements/New Contracts

Jeff suggests using the existing one changing it to what we want. TAC sent TAA FBO airport grounds maintenance amendment. 6/20/2024 Jeff will write a letter on behalf of TAA stating we will require more time to sign based on getting a new contract in place but continue the way it was until there is a new contract developed. Jeff suggested it be more defined with what is included and paid for regarding maintenance fuel and office space. Dean and Curtis to work on future contract. Tabled

New Business:

Quickbooks/ Future Budgets

Jeff talked to Patricia about the 2025 budget and David will work so that it flows better and plug and play to streamline the backend. Tabled

Old Terminal Decking:

Jeff needs footage for decking and will get quote tabled

Freedom Fest Fly In

11:00 AM until 1:00 5th of July volunteers welcome. Burger and hot dogs to show progress of the Airport for all school reunion. Paul offered his hanger if needed. Tabled

File Cabinets

Will need four, four drawer cabinets to store everything, Probably one fire safe one to have the ability to audit 5 years back. Jeff to look into one fire file and 3 cabinets.

Dean Hanson motion adjourn David seconds Motion passed

Adjourned at 9:15 PM

Submitted by David Pagel