

SKYHAVEN AIRPORT OPERATION COMMISSION

Minutes of June 16, 2003

PRESENT: Colby, Hochgraf, Jackson, Bergeron, and Keans

ALSO: Ron Wanner, Tricia Lambert, Bill Hounsel

Meeting called to order 8:30am

1. Moved by Colby and seconded by Jackson to accept the minutes of the April 21, 2003 and May 19, 2003 meetings with an amendment to the April minutes that stresses the SAOC position against the installation of 8 foot chain link fence. April minutes will be amended by Keans. - unanimous

2. Old Business:

- a. Edwards and Kelcey continues to work on the EA. Following ALP approval we can expect to see draft sections in six to eight weeks.
- b. Storm Water Pollution Prevention Plan (SWPPP) This is an update to the 1999 plan and has been presented to the FAA. The FAA considers the plan as 95% complete and is coordinating with Smart Associates and Edwards and Kelcey to finish the product. Following plan approval FBO and tenants will be provided information and training, if necessary, on the best management practices regarding spills and disposal of hazardous materials.
- c. Management structure – (Continue on agenda)
- d. FAA – ALP update: Airport Layout Plan (ALP) awaiting FAA approval. Fred is still concerned that Taxiway location prohibits some storage on south ramp and therefore future income to the airport. The approved ALP will be used to complete the Environmental assessment (EA).
- e. Status reports and updates:
 1. FBO – Still very busy even with impact from the exceptionally wet season. Fuel pump on 100 low lead was out of service for a couple of days and the mower deck on the tractor was also out of service. Glen presented a check for \$18,000+ as the OVA percentage share of gross for airport operations.
 2. Planning continues for Celebration of Flight activities scheduled for August 15th, 16th and 17th at Skyhaven. Glen explained there was a planning meeting scheduled for Wed. the 18th for the August celebration. OVA has promised a unique and exciting event.
 3. Hangar waiting list – Minor changes with 60+ names on the wait list. McCue and Buxton have requested permission and received approval to swap, hangar 1-10 and hangar 4-2.
 4. Hangar 1 pavement and crack seal complete except for some punch list and clean up items. Jackson raises issue of remaining cracks on runway and requirement to fill. Discussion ensued revolving around age of pavement, size of cracks and best method of crack fill. Repair versus reconstruction was also a topic of discussion.
 5. Hangar 1-1 door issue – plan was to use concrete saw to lower the wall a couple of inches to allow the door to close however Ron was advised during the meeting that the wall had settled of its own accord and the door was presently closed. Back to drawing board.

6. Terminal building repairs – Carpenter coming later this morning to evaluate damage and repair required to fix doors, soft spots in floor and new floor cover.
7. Legislative update – Basically wrapped up for session, we are okay on most items. Anti-seaplane folks are working petitions to restrict seaplane operations on selected bodies of water around the state. Dept. of Safety is conducting hearings at various locations as a result of those petitions.
8. Land lease discussion – no change
9. McCue hangar to be turned over to the state on July 15, 2003.
10. Obstruction Beacons and fence project in progress Fred reviewed all AIP grants for 2003 – only seven contained fencing. One was a brand new airport, one commercial service, the rest GA. Ron said this was not a complete list. A major discussion ensued. Most of the Commission believes an 8' fence gives the wrong impression as to the attitude about welcoming people to use/view the airport. It is the opinion of a majority of the Commission that the fence project should not go forward. We do understand replacement fencing was a part of the ALP however, the Commission believed it was another 4' fence. Because of concerns with the major issues of layout, none observed, nor was it made a point that the new fence would be 8' high.
11. Web site – Working well from the response we are getting. Information is posted as soon as it's available with updated agenda and minutes.
Thank You OVA.

3. New Business:

- a. OVA flight planning room – OVA has requested they be authorized to turn the old office space into a planning room and has rearranged and cleaned up the area as well as installing maps and a computer. SAOC has no objection at this point.
- b. Fuel system failure – addressed above by FBO
- c. Tractor mower failure – addressed above by FBO
- d. Next Meeting: August 11, 2003
- e. Future meeting dates: 9/15/03, 10/20/03

SAOC Members

*** Please note meeting dates and advise Sandy of any conflicts, your attendance is important**

Note also the change in date for the August meeting August 11, 2003

Meeting adjourned 11:05 am