

LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING
SEPTEMBER 2, 2021
MINUTES

The Logan-Cache Airport Authority Board convened in a regular session on Thursday, September 2, 2021 at 8:30 a.m. in the Cache County Historic Courthouse, County Council Chambers, 199 North Main, Logan, Utah.

ATTENDANCE

Members of the Airport Authority Board in Attendance:

John Kerr – Chairman, At-large – Appointed by Airport Authority Board
Mayor Holly Daines – Logan City
Karl Ward – Cache County Council
Jeannie F. Simmonds – Logan City Council
Bill Francis – Appointed by Cache County

Members of the Airport Authority Board Absent:

David Zook – Cache County Executive

Also in Attendance:

Lee Ivie – Logan-Cache Airport Manager
Bryce Mumford – Cache County Deputy Executive
Shawn Milne – Cache County Economic Development Director
Nate Thompson – Logan City Fire Department
Judd Hill – Armstrong Consultants
Eric Rivera – Armstrong Consultants
Baron Wesemann – Utah State University
Aaron Dyches – Utah State University
Kim Hall – Leading Edge Aviation
Dan Boston – Leading Edge Aviation
Janeen Allen – Minutes

CALL TO ORDER

Chairman John Kerr called the meeting to order at 8:30 a.m.

ITEMS OF BUSINESS

APPROVAL OF MINUTES – August 5, 2021

ACTION: Motion was made by Bill Francis and seconded by Karl Ward to approve the minutes of August 5, 2021 as written. The vote in favor was unanimous, 5-0 (Executive David Zook and Gar Walton absent for vote)

ITEMS FOR DISCUSSION

TRIBUTE TO GAR WALTON

Chairman John Kerr gave the following tribute to Board Member, Gar Walton, who passed unexpectedly since the last Airport Authority Board meeting:

“I suspect that all of you have heard that Gar Walton passed away a week ago today. I first met Gar as a military cadet over sixty years ago. If you’ll permit me, I’ll provide my own obituary for him.

Following that time as a military cadet, Gar was my teacher and my mentor. We did many things together in business, as well as in recreation.

Gar served over twelve years on this Board. He attended every meeting of the Utah Airport Operator’s Association and participated in meetings with the FAA and the Department of Transportation for the state of Utah, and...he participated in the airport receiving approximately \$20 million dollars in state and federal funds in capital improvements for our airport.

He was actively involved in the Public Relations and Economic Development Committee for the airport. He worked closely with Russ Kirkham on that committee. They developed the little newsletter that many of you have seen.

We’ll go forward, but it will not be the same without having Gar’s quiet, steady interest in improving the airport.”

MANAGER’S REPORT – LEE IVIE

Lee Ivie gave a brief Manager’s Report which is included as Attachment A. Chairman Kerr complimented Ivie on the hard work he has done closing out grants.

HANGAR REQUEST: A14 – STEVEN BISHOP Attachment B

Lee Ivie provided a background saying that the request is to build a 60’ x 60’ hangar on a space that had been discussed before. There had been a builder but he ended up buying another space which made space A14 available again.

ACTION: Motion was made by Karl Ward and seconded by Bill Francis to approve the hangar request of Steven Bishop to build a hangar on space A14. The vote in favor was unanimous, 5-0 (Executive David Zook and Gar Walton absent for vote)

RECOMMENDATION OF REVIEW COMMITTEE FOR SELECTION OF ENGINEER FIRM TO UPDATE THE AIRPORT MASTER PLAN

Ivie explained that he advertised for consulting firms with the specific Capital Improvement Project to update the Airport Master Plan. It has been 15 years since it was done and it is necessary to do it again.

He received two responses that were both qualified. One, Kaufmann and Associates operating out of Kansas and two, Armstrong Consultants which is our current consulting engineering firm for most of the airport's capital improvement projects.

Though both firms are well qualified, the Review Committee recommends Armstrong Consultants because they are closer in proximity and has greater knowledge of the airport facility and has a good history working with the airport already.

Chairman Kerr noted that between the FAA and the State 95% of the project costs will be covered by grant funding. Our obligation will be approximately \$25,000.

ACTION: Motion was made by Jeannie Simmonds and seconded by Mayor Daines that the Airport Authority Board approve the recommendation of the Review Committee for selection of an engineering firm to update the Master Plan. The vote in favor was unanimous, 5-0 (Executive David Zook and Gar Walton absent for vote)

OPEN ITEMS

- Ivie noted that they are finishing up hangar inspections by following up on those they couldn't inspect earlier. There are a couple hangars that owner either needs to repair or sell because they don't meet inspection standards. He thinks he has convinced one owner to sell his hangar. Ivie has received numerous complaints about the other hangar because of debris and being in disrepair.
Mr. Kerr asked if provisions of the lease agreement allow for this action.
Mr. Ivie responded saying if there is a hazard or maintenance that is not being done. However, the lease doesn't allow the airport to go after the owner if he isn't storing aircraft or aviation-related equipment.
Mayor Daines wondered if the lease agreement should adjust the terms of the lease for owners who don't comply with that requirement.
Mr. Kerr recommended a change to the lease agreement giving the Airport Authority the right to take over a hangar if it hasn't been used for aircraft after a certain amount of time or if needed repairs are not taken care of. He asked Mr. Ivie to work with the County Attorney's office to give notice to the owner to either repair or vacate the hangar, and to review the lease agreement to include the provisions discussed.
- Eric Rivera of Armstrong Consultants gave a brief update of current airport projects:
Runway will be closed out very soon.
Pavement Maintenance Project will go out to bid on the 23rd with construction scheduled this fall.
- Judd Hill of Armstrong Consultants offered his condolences at Gar Walton's passing. They have already completed the aeronautical survey for an air/space analysis for the Master Plan. The update will be approximately 16 to 18 months to complete. The process will involve a Technical Advisory Committee to provide input from different community organizations before it is presented to the public. The Master Plan will give a background for what is here and a plan to move forward including financial planning for future projects.

Mr. Ivie suggested including a representative from Electric Power Systems on the Technical Advisory Board. Board members discussed other members of the community to serve on that committee.

- Chairman Kerr said he received a request to have a 170-foot crane in a restricted zone. Ivie made him fill out the FAA forms for the request. He asked Mr. Ivie to pursue processes for enforcing the avigational easement just north of the airport property to ensure the protection of the Runway Protection Zone. Mayor Daines said she will follow up with the City attorney to see what legal recourse the airport has to enforce the avigational easement.
- Ms. Simmonds offered condolences for the loss of the flight instructor and other individuals in the airplane crash. It had to be devastating to the whole USU program.
- Wesemann updated on upcoming events:
 - Annual Girls Aviation Day is on (Attachment C)
 - 5K Runway Run is postponed until next spring

COMMITTEE REPORTS:

Audit & Finance – David Zook

No report

Operations Committee – Kim Hall

No report

Capital Improvements – Bill Francis

Economic Development / Public Relations

No report

NEXT SCHEDULED MEETING

Thursday, October 7, 2021 at 8:30 a.m. – Cache County Historic Courthouse, Council Chambers

ADJOURNMENT

The meeting adjourned at 9:20 a.m.

LOGAN – CACHE AIRPORT AUTHORITY BOARD
SEPTEMBER 2, 2021

ATTACHMENT A



August 2021 Manager's Report

1. AIP Projects.

- a. The only outstanding items left to complete the construction phase of the runway overlay project are to replace the faulty electrical component in one of the runway location signs, and to seed the areas where the soil in the safety areas was disturbed. There will most likely be two more requests for reimbursement of funds submitted to the FAA, and appropriate financial reports will have to be turned in before the project can be closed out. I anticipate the project to be completed by the end of the year.
- b. The old concrete on the east side of the ARFF building was dug up and replaced with a new pad consisting of eight inches of concrete. This should adequately handle the weight of the fire truck that drives in and out of that bay.
- c. We are in the bidding process for the state funded project consisting of a fog seal for Runway 10/28 and the removal of ghost markings on taxiway Delta, along with re-stripping the center line of taxiway Alpha.

2. Buildings, Grounds, and Vehicle Maintenance.

- a. Both generators on out runway closure X's might have to be replaced with new ones due to the extensive use of these units during the runway closures this summer.
- b. One snow plow truck needs a new power steering pump and several of the wheel studs on the passenger side front tire need replaced.
- c. The skid plates for the twenty-four box blade need replaced, the ARFF truck need to be serviced, as does both maintenance vehicles, and I need to find a technician who can install two radios in service vehicles before winter sets in.
- d. The tractor leased from Valley Implement will be needed through the month of September, and possible the first two weeks of October for mowing purposes.
- e. I may have discovered the problem that we were having with the west vertical lift gate by our Corporate hangars. Apparently the gate guide was rubbing along the side of the gate when it closed causing a sensor in the electrical panel to trip because it detected an obstruction. I hooked a chain onto the guide rail and pulled it slightly out away from the gate using a pick up. I hope that this solves the problem.
- f. Logan City Fire Department has scheduled a company to do a series of pump tests on the ARFF truck in conjunction with the tests that will be done on their structural units. At this juncture I don't know what the cost for those tests will be.

LOGAN – CACHE AIRPORT AUTHORITY BOARD
SEPTEMBER 2, 2021

ATTACHMENT B

August 23, 2021

Attn: Airport Authority Board

To Whom It May Concern:

I would like to build a 60x60 hangar on space A14 in order to hangar a recently acquired Cirrus SR22, N122GH. I plan on starting as soon as the materials can be made available.

If you have any questions, feel free to reach out to me at 480-352-2394.

**Sincerely,
Steven Bishop**

Logan-Cache Airport

State Funded Pavement Maintenance

Estimate

Runway 10/28 and Taxiway D Pavement Maintenance 8/12/2021

ITEM NO.

FAA ITEM

NO. DESCRIPTION

ESTIMATED

QUANTITY UNIT

ESTIMATED UNIT

COSTS

ESTIMATED

TOTAL COSTS

1 C-105 Mobilization 1 LS \$13,658.26 \$13,658.26

2 P-101 Crack Sealing 2 TON \$4,500.00 \$9,000.00

3 P-608a Asphalt Surface Treatment (RW 10/28) 32,737 SY \$1.70 \$55,652.90

4 P-608b Asphalt Surface Treatment (TW D) 10,843 SY \$1.70 \$18,433.10

5 P-620a Marking (RW 10/28 and TW D) 11,316 SF \$1.00 \$11,316.00

6 P-620b Marking (Apron) 1,365 SF \$1.00 \$1,365.00

7 P-620c Temporary Marking (RW 10/28 and TW D) 11,316 SF \$1.50 \$16,974.00

8 P-620d Marking Removal (TW D) 4,570 SF \$2.50 \$11,425.00

CONSTRUCTION TOTAL \$137,824.26

Task Order H 8/12/2021

Project Development \$1,890.00

Preliminary Design \$4,040.00

Final Design \$3,650.00

Bidding Services \$2,690.00

Construction Admin. \$5,290.00

Construction Inspection \$7,570.00

Close Out \$690.00

ENGINEERING TOTAL \$25,820.00

CONSTRUCTION TOTAL \$137,824.26

ENGINEERING \$25,820.00

ADMINISTRATION \$500.00

ESTIMATED PROJECT TOTAL \$164,144.26

Grant Budget

STATE \$150,000.00

LOCAL MATCH \$15,000.00

GRANT TOTAL \$165,000.00

LOGAN – CACHE AIRPORT AUTHORITY BOARD
SEPTEMBER 2, 2021

ATTACHMENT C



Girls IN AVIATION DAY

A Women in Aviation International® Event

Girls ages 8-18 - \$10 per person

Register online at

<https://www.eventbrite.com/e/girls-in-aviation-day-logan-cache-airport-2021-tickets-163748635577>

Logan-Cache Airport

Saturday, September 18th, 2021



9:00 a.m. - 12:30 p.m.

Check in from 8:30-9:00 a.m.



- Lunch and guest speakers
- T-shirt and sports bag filled with swag
- Hands-on activities

- Annual GIAD photo and other photo opportunity
- Girl Scouts can earn *Girls in Aviation Day* patch



COLLEGE of AGRICULTURE and APPLIED SCIENCES
UtahStateUniversity

