

**LOGAN - CACHE AIRPORT AUTHORITY BOARD MEETING  
MARCH 13, 2025**

**DRAFT MINUTES**

The Logan-Cache Airport Authority Board convened in a regular session on Thursday March 13, 2025 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 – Vice Chair – At large appointment by Airport Authority Board  
Mayor Holly Daines – Logan City Mayor  
Jeannie F. Simmonds – Logan City Council – At large appointment by Logan City  
Keegan Garrity – Cache County Council – At large appointment by Cache County  
Brett Hugie – At large appointment by Logan City  
Ryan Snow – At large appointment by Cache County  
Shawn Milne – Director of Regional Economic Development – Ex-officio Advisory Member

**Members of the Airport Authority Board Absent:**

David Zook – Chair -- Cache County Executive  
Kirk Jensen – Logan City Economic Development Director – Ex-officio Advisory Member

**Also in Attendance:**

Bob Low – Airport Manager  
Kasey Maxwell – Airport  
Robert LaCroix – Logan City Fire Department  
Connor Butterfield – Lochner Engineering  
Judd Hill – Lochner Engineering  
Antony Congram – Lochner Engineering  
John Michener – J-U-B Engineers  
Aaron Dyches – USU Aviation  
Baron Wesemann – USU Aviation  
Tyler Knudsen - USU  
Scott Weaver – Leading Edge Aviation  
Kim Hall  
Robert Kidd  
Marv Halling  
Joe Bates  
Andrew Erickson – County Council Staff  
Alma Burgess – County Finance  
Janeen Allen – Minutes

## 1. CALL TO ORDER

Vice Chair, John Kerr, called the meeting to order at 8:30 a.m. and noted Chair Zook's absence.

## 2. ACTION ITEMS

### a. APPROVAL OF MINUTES – February 6, 2025

**ACTION: Motion was made by Mayor Holly Daines and seconded by Ryan Snow to approve the minutes of February 6, 2025 as written. The vote in favor was unanimous, 6-0 (David Zook absent for vote)**

### b. RESOLUTION 2025-01 – ADOPTING LANDING FEES AT THE LOGAN-CACHE AIRPORT

Bob Low addressed the board members asking if they all had a chance to review the proposed resolution. He emphasized that this is specifically for non-based aircraft over 6,000 pounds. He estimated that the landing fees would bring in approximately \$20,000 annually.

Mayor Daines suggested that if, in the future, the landing fees are proposed to be applied to based aircraft, there should be a public hearing to receive input from the public before approval.

**ACTION: Motion was made by Mayor Holly Daines and seconded by Brett Hugie to approve Resolution 2025-01 – Adopting Landing Fees at the Logan-Cache Airport.**

**Motion passes:**

**Aye – 5 votes: Hugie, Kerr, Daines, Simmonds, Garrity**

**Nay – 1 vote: Snow**

**(David Zook absent for vote)**

## 3. MANAGER REPORT

Bob Low gave a report praising the efficiency of the new FOD mat in their efforts to clean up Foreign Object Debris (FOD).

The snow blower truck is back in the shop. It blew out a gear box the last time it snowed. A local machine shop is actually manufacturing a gear that is unattainable otherwise. He estimated the cost to be around \$2,000.

Mr. Low asked Robert LaCroix of the Logan City Fire Department to explain the situation the airport encountered regarding foam for the ARFF truck. The old foam in the truck was determined to be cancer-causing so the state budgeted money to dispose of it.

Unfortunately, the wrong foam was ordered and there was a lot of back and forth with the vendor about taking it back or reimbursing for the mistake. In the end, the correct military grade foam was delivered yesterday and is in the truck and the old foam can be put to use for training purposes. The new foam in the ARFF truck still needs to be calibrated at an additional cost of \$3,500.

Mr. Low updated the Board on the tower paint project, indicating that the grant award has come in and the tower is currently being cleaned out. Contractors are lined up to begin work next Monday anticipating completion on Friday. The replacement glass will be a plexiglass that is slightly tinted allowing people to see out and not drawing in heat that diminishes its strength.

#### **4. DISCUSSION ITEMS**

##### **a. UAOA SPRING CONFERENCE REPORT – KASEY MAXWELL**

Kasey Maxwell reported to the Board that it was his first time attending the conference and thought all of the topics presented and discussed were very relevant to smaller airports like Logan-Cache, including removing disabled aircraft from runways, airport lighting, airport management software, and access control systems. All in all, he had a very good experience and learned a lot at the conference. He was even able to visit with association board members and suggest some topics for next year's conference. One of which being snow removal. Maxwell was able to connect with Salt Lake City Airport and speak with them about the snow removal equipment they use and get on their radar about possibly obtaining used snow removal equipment from them in the future.

##### **b. SELF-FUELING STORAGE TANK PROPOSAL – BOB LOW**

Mr. Low reminded board members that a committee was formed at the last meeting to address the proposal made by Scott Weaver. The committee, consisting of Ryan Snow, Shawn Milne, Kirk Jensen and Bob Low, has met once in person and has been communicating through email. They anticipate bringing something to the Board at a future Airport Authority meeting.

Ryan Snow also pointed out that an application for RAPZ tax funding has been submitted.

##### **c. OPEN ITEMS**

- Judd Hill, Antony Congram, and Connor Butterfield of Lochner Engineering provided an update report.

Hill said the Master Plan is complete except for the open house to present the plan to the public. They are moving forward with Saturday, April 12th. Hill explained the format of the open house, which will include large printouts of the airport layout plans and staff available to answer questions. Brett Hugie volunteered to host the open house in the Cache Valley Electric hangar.

Connor Butterfield gave a brief update on airport projects. The paint project is waiting for warmer weather. Taxiway Charlie reconstruction and Taxiway Kilo

construction will happen this year. They are working with the FAA inspector to ensure everything is in compliance. The engineers are also working on a project to move the PAPI control unit between the existing runway and taxiway.

- Shawn Milne provided a report on an event at the airport two days ago. A company by the name of Beta Technologies visited. The company manufactures all electric product, and like Tesla, construct their own charging stations for their own aircraft. Earlier this year, they signed an MOU with the state of Utah to help consult, together with UDOT and other stakeholders, the best possible placement for some of those charging stations. Logan-Cache Airport has made it on a short list of candidate sites where they might put that charging infrastructure. Mr. Milne concluded saying it was a fantastic event and he couldn't be happier with the community support that showed up.
- Andreas Wesemann reminded the Board of the upcoming Cache Air Fest on June 28th, piggy backing a training and education summit on June 27th. He explained the registration process and the expected marketing materials for the event.

#### **5. NEXT SCHEDULED BOARD MEETING**

Thursday, April 3, 2025 at 8:30 a.m. – Historic Courthouse County Council Chambers

#### **6. ADJOURNMENT**

The meeting adjourned at 9:01 a.m.