



## **Airport Advisory Board Meeting**

**February 10, 2022, 4:00 P.M.**

Leavenworth City Hall, 100 N.5<sup>th</sup> St., Leavenworth, KS 66048

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### **Call to Order**

### **Introductions**

### **Old Business:**

- 1. Approval of Meeting Minutes from September 23, 2019**

### **New Business:**

- 2. FBO Update**
- 3. Discuss Capital Improvement Needs**

### **Set Date for Next Meeting**

### **Adjournment**

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**AIRPORT ADVISORY BOARD**  
**Monday, September 23, 2019**  
**Leavenworth City Hall, 3:00 p.m.**

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The Airport Advisory Board met on Monday, September 23, 2019 at Leavenworth City Hall, 100 N. 5<sup>th</sup> Street, Leavenworth, Kansas.

**The following board members were present:**

John Carroll  
Greg Kaaz  
Keith Baker  
William Kidder (arrived at 3:03 p.m.)  
Bob Euler (arrived at 3:25 p.m.)

**Others present were the following:**

Dean Ayres, FBO  
Jeffery G. Bouma (Dean Ayres visitor)  
Paul Kramer, City Manager  
Taylour Tedder, Assistant City Manager  
Cary Collins, Deputy City Clerk

**Not present:**

Brandon Johannes  
Steve Jack  
John McCoy

**CALL TO ORDER:**

The meeting was called to order at 3:02 p.m.

**OLD BUSINESS:**

**Approval of Meeting Minutes from October 5, 2017**

At 3:40 p.m., Greg Kaaz stated that since there was a quorum he would accept a motion to approve the minutes. John Carroll moved to approve the October 5, 2017 meeting minutes. Keith Baker seconded the motion and was unanimously approved.

**NEW BUSINESS:**

**Dean Ayres**

Introduced Jeffery G. Bouma, has experience in aviation, helicopter pilot, has trained several people how to fly. Mr. Bouma has interest in serving on Airport Advisory Board.

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**Taylor Tedder, Assistant City Manager**

- Mike Hooper, Deputy Public Works Director put three separate bid packets out this morning for the Airport Office/Hangar Flood Repair Projects:
  - HVAC Equipment
  - Electrical Equipment
  - Building & Plumbing
- Notice to Contractors will publish on Sept. 25. Bid Openings on October 9.
- Money a little short. Received \$165,000 from insurance company.
- Prioritize things that we need to fix. Not going to fix shower, there will not be a shower.
- Exterior doors.
- Windows and drywall will be fixed.
- Issue with fuel system Mike Hooper and Mike McDonald reviewing. Estimate \$30k from Dean Ayres not included in insurance claim.
- We will do our best and it will end up looking good.
- Overhead doors and hangar attached will be replaced and the interior.
- It needs interior work and plumbing.

**William Kidder**

Who is prioritizing work?

**Taylor Tedder**

Public Works is working with Dean Ayres.

**Dean Ayres**

How soon will bids be approved?

**Taylor Tedder**

If under \$25,000, they can be approved by Paul Kramer.

**Paul Kramer**

If over \$25,000, we can have a special meeting on October 15 for the Leavenworth City Commission to consider approval.

**Greg Kaaz**

- HVAC and electrical should be under \$25,000

**Dean Ayres**

Army things to do:

- Asphalt to be torn up on North end.
- Levy being rebuilt, funding approved for 2020.
- Road in front of airport being repaved? No known date.
- Water pumps being rebuilt.
- Front gate electric motor being replaced from their old motors (has not worked for 4 to 5 years). Have been wrote up everyday for gates not working.

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City things to do:

- Perc tank needs to be replaced to the North.
- Parking lot needs to be asphalted.
- Ramp parking needs repaired as tar patching is uplifting.
- Taxi lights need to be replaced including wiring underground.
- Fuel dispenser (pump) and credit card machine needs replaced.
- Furnaces will be needed in a couple of months.
- Propane tank needs to be brought back in (new).
- Need restroom door locks (security).
- Open T-Hangars need receptacles.
- End of T-Hangar asphalt is in back condition, needs replaced.
- Date on bid system.
- Hangar insurance.

**Paul Kramer**

- Talked to Heidi on Thursday with Secretary David Toland's Office with the KS Dept. of Commerce. Questioned why all of the sudden are you catching up on deferred issues on the airport? Suddenly an urgency for working gates that have not worked for years and water pumps not working.

**Dean Ayres**

- They are looking into some environmental issues, some that need to be raised or repaired. Equipment to open gate will be rebuilt so that they can open it without equipment.

**Greg Kaaz**

- During remodel, can we get a portable toilet there? Travelers need to use the restroom.
- Does City still own a flush truck? If so, can it be used within the next couple of weeks?
- Military has not said anything yet, but will when they do their inspection from taxiway, out.
- Mr. Kaaz pointed on a map showing Mr. Kramer where a stop here line needs painted with yellow paint.

**Paul Kramer**

- The city has one portable toilet.
- Will check on flush truck.
- Will check on paint striper.

**Dean Ayres**

- If time is an element, he has a motor home he can bring.

**OTHER:**

**Dean Ayres**

- Army has agreed to asphalt lot; North-parking lot needs paved.
- Moving perc tank from side of building to fence.

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- Would need to be done before asphalt work is completed.
- Have been in contact with Storm Savage and Tom Dow.
- Tar patchwork is starting to peel up.
- Could cause issues for a jet engine and needs looked at.
- Propane tank was moved because of flood. Need a new propane tank.
- At end of t-hangar and there is one end that is bad on the South end.
- Does city have insurance on hangar?

**Keith Baker**

- Have taxiways been sealed before, Mr. Kaaz stated just crack sealed.
- Would like to see it sealed to get some longevity from it.

**Greg Kaaz**

- Milled and overlaid – 10 years ago. When apron was extended to East and South.

**John Carroll**

- Does the city have a budget for the airport?

**Paul Kramer**

- Yes, there is a budget for the airport

**Dean Ayres**

- 20 people wanting to obtain a pilot license. Shortage of pilots.
- Instructors are difficult to find.
- Demand for pilots is increasing.

**Greg Kaaz**

- Flying club up in the air, if that closes – will put more interest in what Mr. Ayres is stating.

*Reviewed biggest items on wish list:*

- Method of fuel
- Propane tank – it was a 500 pound tank, but it is cheaper to go with 1000 gallon. Lease option may be cheaper
- If they raise levy, going to get into clear distance.

**Paul Kramer**

- Propane tank is something city can work to accommodate.
- \$30,000 fuel system is not something the city can work to accommodate.
- Will check with City Clerk on current policy for hangar itself.

**Greg Kaaz**

- Is it possible to use insurance money?
- May be covered under liability insurance.

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**Dean Ayres**

- Feel comfortable with Army being more involved than before. See traffic almost every day and has not been in the past.

**Paul Kramer**

- General Lundy is proactive.

**NEXT MEETING DATE:**

Monday, October 28, 2019 – 4 p.m.

**Adjourn:**

William Kidder moved to adjourn. John Carroll seconded the motion and motion carried.

Meeting Adjourned at 3:43 p.m.

Minutes taken by Deputy City Clerk, Cary L. Collins

## List of Capital Improvement Needs

City of Leavenworth  
Sherman Army Airfield

Date: January, 2022

### Item

<u>Number</u>	<u>Item</u>	<u>Priority</u>	<u>Estimated Cost</u>	<u>Performed By</u>
1	Remove Light Pole	1	Included in Fuel System Contract	Contractor, In Process
2	Widen Taxiway to South		TBD	Contractor
3	Replace Taxiway Lights		\$ 10,000.00	Contractor
4	Seal Pavement Joints		TBD	City Forces
5	Pave North Parking Area		\$ 45,000.00	Contractor
6	Replace Septic Holding Tank		\$ 10,000.00	Contractor
7	Correct Drainage on Southwest Corner of Main Hangar		\$ 1,500.00	Contractor
8	Repair Pavement in T Hangar		TBD	Contractor
9	Mill/Overlay Aircraft Parking Apron		TBD	Contractor
10	Automated Surface Observation System - Partner with Fort?	5	\$ 150,000.00	Contractor