

BRIGHAM CITY CORPORATION AIRPORT ADVISORY BOARD MINUTES

FOR *Wednesday, June 3, 2020*

Present: Jeff Baugh, Chair
Byron Hansen, Board Member
Josh Hansen, Board Member
David Hess, Board Member
Fred Kluss, Board Member
Bruce Leonard, Board Member

City Staff: Alden Farr, Councilmember
Tyler Pugsley, Public Works Director
Jeffrey Hogan, Jviation
Jolene Crockett, Administrative Assistant

Excused:

Approval of Minutes –01-08-2020– Jeffrey Baugh

Chairman Baugh asked if there were any corrections to the minutes. The group replied, no. Chairman Baugh stated that the only correction he had was on the second page where it states “EIN” number should be “N” number.

Bruce Leonard made a motion to approve the minutes from 01-08-2020 with correction, second by Byron Hansen, motion carried.

Update Airport Apron Rehabilitation Project – Jeffrey Hogan, Jviation

Mr. Hogan stated Staker Parson completed the repair on the asphalt. They are now submitting the final closeout report to the FAA today. Mr. Hogan stated once it is reviewed and approved, the application will be closed out. Chairman Baugh asked if there were any comments or concerns. None were presented.

Application of Aeronautic Activity – Tyler Pugsley

Director Pugsley stated that he is excited to speak about these two items. He said it has been a long time coming but we are seeing new growth at the airport and work continues on the new hangar. Since that time, we have had two (2) other applications for t-hangars. We have two (2) different proposals, namely Paul Feser and Brian Brough. Director Pugsley shared screen information for the group and reviewed the construction and placement of the hangars.

Boardmember Byron Hansen asked how much room in each one. Director Pugsley said if his memory is correct one is eight (8) and one is twelve (12). Director Pugsley said we have had meetings with City utility departments and the building official. If the Board approves we will move forward with the lease agreements, etc. The applicants have submitted a plan set. Director Pugsley shared this with the group.

Director Pugsley stated that as part of this construction any subgrade improvements will come in 21” from finished floor with 3” of asphalt, 6” of road base and 12” of pit run on the subgrade creating a stable environment for the asphalt.

Councilmember Alden Farr asked would there be one owner of these t-hangars, would they sub-lease, and have we done this in the past? Director Pugsley stated yes on lease and they will sub-lease if they want. The only difference in this cluster is that they will have individual power meters to each tenant.

Boardmember Leonard asked if we had an application numbers. Director Pugsley stated no, but he will do so in the manner that Boardmember Leonard requested in the January meeting. Boardmember Leonard said, and this is the second for approved? Director Pugsley stated yes and laid out the assignment of numbers.

Boardmember Leonard questioned on the company supplying the material. Director Pugsley stated he did not know who the builder would be but he would be happy to forward that information to him. Boardmember Leonard said are they in line with the other t-hangars as far as elevations. Boardmember Byron Hansen said if they are following our standards, do we care. Boardmember Leonard agreed that we do not. Boardmember Leonard asked about color. Boardmember Byron Hansen stated that when he built his hangar no one asked him to choose a particular color. He does not believe we have made a requirement. Boardmember Leonard agreed, but said we did try to stick with general earth tones. Director Pugsley said we would pass that question on and let the Board know the color scheme. Boardmember Byron Hansen said we should just say what Boardmember Leonard said and suggest the color theme that is currently on the airport.

Director Pugsley stated that he needed approval for this.

Byron Hansen made a motion to approve Paul Feser and the Brian Brough application providing that they comply with all building code requirements and that construction is compatible with the other hangars at the airport, second by David Hess, motion carried.

Chairman Baugh asked if there is a gap between Brian's and the next row down. Is that for the fire code? Director Pugsley said yes, because of fire code. Boardmember Byron Hansen asked if planes would be able to get through the area. Director Pugsley stated yes and showed the plans to confirm this.

Boardmember Leonard said it looks as though the t-hangar is moving into the temporary parking lot. Director Pugsley said he was glad that Boardmember Leonard brought this up and explained that part of the application with Brian is the airport security fence will need to be removed. A new fence will be installed along the airport road out to the North and South existing fence. We will put a double gate to give access to the temporary parking lot. Boardmember Byron Hansen said the temporary parking lot; will it disappear once new t-hangars go in? Director Pugsley stated yes. Boardmember Byron Hansen asked if there would be parking outside of the airport. Director Pugsley said not at this time. If we need to look at this in the future, we can. Boardmember Byron Hansen said if someone comes in after hours, we always had the idea we would have a parking lot where people could park and come in. The gates are open 7AM – 7PM and then locks to public access.

Chairman Baugh asked if we were still good with the previous motion. All stated, yes.

Young Eagles Event - Postponed – Tyler Pugsley

Director Pugsley explained this has been postponed to possibly into September or October due to COVID-19 issues. Once they come back, he will inform the group.

Discussion – Site/Grading Plan – Undeveloped Areas – Tyler Pugsley

Director Pugsley said with new hangars we have been spending an enormous amount of time on finished floor elevations, how utilities need to run as well as asphalt elevation, etc. so it does not present a conflict. Director Pugsley said he has been working with Jviation on the SW portion of the airport as well as the R4 and the future R5 taxiways and connectors. We will be preparing future elevations so if someone comes in and wants to build a row of t-hangars we will have a plan in place showing where exiting utilities are and where new utilities are as well as elevations. Director Pugsley said he is excited about this project and wanted the Board to know we are trying to be pro-active rather than reactive when people submit applications.

Chairman Baugh stated he believes this will be good to have in hand.

Update – Cares Act-Tyler Pugsley

Director Pugsley stated we received word there monies distributed across the region. Airports were identified with dollar amounts. We have been awarded \$30,000 in a grant to help us at the airport. This will be useful for us, as this will help to offset cost to run the airport during this time. He has worked with Aviation, FAA, and the State to get this funding. Boardmember Leonard asked if there were restrictions on the monies. Director Pugsley stated yes. There were options and we chose to use the monies in our budgets. Director Pugsley explained how this would offset the budgets at the airport.

Update – Airport Maintenance

Director Pugsley stated this year has been a bit different. We have only had to mow one time, which helps relieve stress on the staff. Airmotive flew with weed killer over the runways and taxiways as well as safety areas. This mix did well this year. We did not have to mow in the safety areas. He stated he was happy with the mix to help eliminate countless hours that staff have had to do in the past. We have a spray buggy that we are out with each month spraying between the hangars.

We are still having problems with the guide signs. He is trying to do the best he can for the next year or two until we do the runway overlay project, as they will all be replaced then. There are times the guide signs are not lighting up but we are doing the best with the resources we have until the overlay project.

Chairman Baugh said with the weed spray and mowing it seems there are fewer starlings around, which is a good thing. He does not know if it is related or not.

Lease of Ground Space

Director Pugsley stated he had an individual last December, which he brought to the Board if they recall who wanted to lease ground space. He emailed him in December and he just had correspondence with that individual. He wants to lease the grass area. He just needs a little more room. We talked about the Board allowing him to enter into an annual lease agreement until the area was developed. He emailed me a week and half ago and is interested in this spot. Is the Advisory board still all right with this on the side of hangar 29?

Chairman Baugh said he is not building anything, right. Director Pugsley said no. Just hauling in some gravel to have a dust free area. Boardmember Leonard said this would just be a ground space lease. Director Pugsley said if no one has questions, he will begin negotiations and on an annual renewable lease for protection against a long-term lease. Boardmember Leonard said he thinks this would be a City decision. Chairman Baugh said as long as he is not building anything. Boardmember Leonard said he recalls that this area is not wide enough to put an aircraft in it. It seems it was short on width. He believed the taxiway between the hangars had to be a standard width and it would not allow for a full nested t-hangar. Boardmember Josh Hansen said some of the t-hangars only have half of a hangar, is that a possibility there. Chairman Baugh said there is a half hangar on each side on each end. Chairman Josh Hansen said this makes sense.

Boardmember Byron Hansen said he does not have a problem and agrees with what Leonard said with letting the City make the decision. The group agreed.