

REGULAR MEETING
SALEM AIRPORT BOARD
MARCH 21, 2022
6:30 P.M.
CITY HALL COUNCIL CHAMBERS
202 N. WASHINGTON STREET

Present:

Airport Board Members

Tyler Naramore
Harold Tubbs
Steve Spencer
Jon Mihalka

City Officials

City Administrator Ray Walden, Jr.
Airport Manager Brent Young
Alderman Shawn Bolerjack
Alderman Greg Parker

Board members absent: Jim Heavin, John Maledy
Others present: Caleb Brubaker (The Salem News)

The meeting was called to order by Board President Tyler Naramore.

Approval of Minutes:

Steve Spencer motioned to approve the minutes of the January 18, 2022 meeting, Harold Tubbs seconded the motion, and all voted in favor.

Welcome and Introductions

City Administrator Ray Walden welcomed attendees to the city council chambers.

Status of On-Airport Fuel

Purchase of a remanufactured fuel vending pump and printer has been approved; the unit has been identified and will ship from its point of origin in California. The City will consider programming a per-transaction quantity limit that will allow complete fueling of relevant aircraft models under a single transaction.

Status of New Hangar Construction

The City stated that funding for six new hangars will be posted in May, enabling materials purchase to begin as early as July. Construction is planned to start in March 2023 and be completed July 2023.

Gate Opener Update

John Smallwood submitted a revised quote for around \$6,000 to install a gate opener, updated to reflect an increase in the price of materials. Tyler Naramore stated that there are higher priority on-airport projects in need of funding than the gate opener if the quoted cost is too high.

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Lease Agreement Update

New lease agreement review period continues. Hangars will be available for rent only by owners with registered aircraft based at the airport. Leesburg airport has language restricting flammable materials, and it was recommended to add provision restricting bulk flammable storage restrictions into Salem airport lease agreement. It was further recommended to review other Missouri airports' lease agreements for additional useful language. Discussion resulted in agreement that individual renter flammable storage would be limited to a quantity which will fit in a single, properly grounded flammables storage cabinet.

Airport Lighting Update

Electrical contractor came out last week and worked on PAPI system. South PAPI is operational, but North side PAPI lights are intermittent. REIL strobes are partially out; at an anticipated cost of up to \$30k to replace REIL strobe units, Tyler recommended they be removed from FAA-listed airport equipment to eliminate the NOTAM if the cost per light. Four runway edge lighting bulbs are out, and several taxiway bulbs are out.

Airport Facility Directory Information

Brent Young and Davie Shelton were previously made responsible for posting NOTAMs. The Board will identify to the City the process for updating airport facility directory information in the FAA Chart Supplement – US publication in order to inform airmen of changes to fixed airport equipment, courtesy car, and fuel availability.

Airworthiness of Aircraft Stored in Hangars

The City has issued a 30-day notice to one of the hangar tenants for storing a non-airworthy, unregistered aircraft for an extended period of time. US CFR Title 14, Chapter 1 has broad provisions for aviation-related activities in publicly available rental hangars (activities which may involve periods of non-airworthiness such as during construction of experimental aircraft or major maintenance), the City may implement more restrictive rules as it deems fit. At a minimum, aircraft kept in hangars should be registered with the FAA in order to give the airport credit for basing said aircraft.

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Courtesy Car Update

Courtesy car is now kept in the pilot lounge garage, but there is insufficient signage indicating its availability or detailing the process for borrowing it. City has the action to post signage.

Other Airport Business

The City was complemented on the installation of a new windsock and ongoing efforts in airport safety improvement and general upkeep.

Hangar improvements made by renters must be approved by City Aldermen.

Harold Tubbs made the recommendation to extend an airport sign design challenge to the Salem High School art department. The City has the action to open a design effort and resource a sign through local businesses.

Tyler Naramore recommended that the city should make more in service fees than \$0.25/gal for providing fuel. Pricing should be held lower than surrounding airports but high enough to generate funds to provide for unscheduled airport maintenance.

A recommendation was made to host an annual Runway Run event at the airport. Further discussion yielded the ideas to involve the Experimental Aircraft Association and food trucks in such an event. Shawn Bolerjack was identified as the clear choice for event subcommittee chair.

Adjournment

Steve Spencer motioned to adjourn, Harold Tubbs seconded, all voted in favor.

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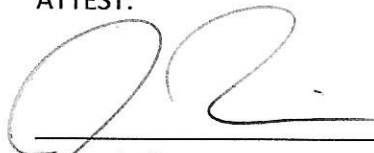


Jon Mihalka
Airport Board Secretary

APPROVED:

Tyler Naramore
Airport Board President

ATTEST:



Jon Mihalka
Airport Board Secretary