



**Town of Twisp
Airport Advisory Board Meeting Agenda
Tuesday, May 9th, 2023 – Time: 12 PM**

**Location: Twisp Civic Building Meeting Room
118 S Glover St.**

If you would like to attend to the meeting online via computer, tablet, or smartphone, please visit our website and follow the link to register or navigate to the following URL:

<https://meet.goto.com/340059957>

If you would like to listen to the meeting over the phone, please use the following number:

DIAL + 1 (872) 240-3412

Access Code: 340-059-957

Please note that you may be subject to long distance charges from your phone provider.

Anyone who wishes to make a public comment may register in person at the meeting or in advance with the Clerk's Office via phone 509-997-4081 or email deputyclerk@townoftwisp.com. Public Commenters must provide their name, address, and the topic of their comment. At the designated time, commenters will be called on by the Chair. Comments will be limited to three (3) minutes in length.

Public comments may also be submitted in writing in advance of the meeting (via email to deputyclerk@townoftwisp.com or dropbox at Town Hall) and must contain the Commenter's name, address, and comment. Written comments will NOT be read aloud at the meeting but will be included on the meeting minutes.



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Request for Additions &/or Changes to the Agenda

Public Comment Period: Up to 3 minutes each

New/Old Business:

- **Discussion/Action:** Crack Sealing/Striping
- **Discussion/Action:** Yellow Snowblower Repair
- **Discussion/Action:** 2024-29 CFP Airport

Consent Agenda:

1. Minutes - 03/07/23

Adjournment

CAPITAL FACILITIES PLAN AIRPORT 20243

Town of Twisp Resolution #~~22-69823-705~~

Project	Estimated Cost	20234	20245	20256	20267	20278	20289-20389	Proposed Funding Source	Priority Ranking
Crack seal, weed control, seal, and restripe runway and north taxiway	\$130,000 \$40,000	X						WSDOT/ LOCAL	1
Runway Rehabilitation – Design	\$80,000		X	X				WSDOT/ LOCAL	2
Runway Rehabilitation – Phase I Construction	\$600,000			X	X			WSDOT/ LOCAL	3
Runway Rehabilitation – Phase II Construction	\$600,000				X	X		WSDOT/ LOCAL	4
Construct helicopter pad	\$60,000				X	X		WSDOT/ LOCAL	5
Fencing around entire airport property	\$120,000					X	X	WSDOT/ LOCAL	6
Design Welcome center, vehicle access & parking, landscaping	\$45,000						X	WSDOT/ LOCAL/CARB	7
Construct Welcome center, vehicle access, parking, landscape, and restrooms	\$550,000						X	WSDOT/ LOCAL/CARB	8
Pave transient pad	\$120,000						X	LOCAL/CARB	9
North taxiway - Design	\$70,000						X	WSDOT/ LOCAL	10
North taxiway - Construction	\$600,000						X	WSDOT/ LOCAL	11

CAPITAL FACILITIES PLAN AIRPORT 20243

Town of Twisp Resolution #~~22-69823-705~~

Update ALP, planning	\$80,000						X	WSDOT/ LOCAL	12
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Town of Twisp
Airport Advisory Board Minutes
Regular Meeting 03/07/2023

The meeting was called to order at 12:05 PM by Chairman Pattison

Present:

Dick Pattison, Chairman
Derek VanMarter, Vice Chair
Sandy Liman, Board Member
Dan Kuperberg, Board Member
Clayton Chase, Board Member - Remote
Deputy Clerk Davis, Secretary
Katrina Auburn, Town Council Liaison Alternate
Andrew Denham, PW Director
Bob Wagner, Airport Manager

Absent: Hans Smith, Town Council Liaison

Additions/Changes to the Agenda:

Board Member Kuperberg requested that Airport Park Grooming be added to the agenda.

Public Comment Period (Up to 3 Minutes)

No public comments were made.

Oaths of Office:

Derek VanMarter was sworn onto the board.

Appointing of Positions:

Board Member VanMarter and Board Member Kuperberg were appointed to their respective positions.

Discussion: Crack Sealing/Runway

The board discussed the cost difference between doing the work manually or having someone come do the work. Director Denham stated that to buy the product alone would cost \$14,910, then there would be the equipment rental costs which would bring up the total project costs to around \$20,000. This would cost more than having the company in Omak do the project. They will do the apron as well as the runway for around \$15,000-\$16,000. Board Member Kuperberg will get a finalized estimate later one. The board agreed to move forward with the company in Omak performing the project. The project would be done in late May. The next steps would be Manager Bob Wagner presenting it to the Twisp Airport Improvement Club, and Director Denham working with Clerk Kilmer on the budget to see what the Town can give.

Discussion: Fuel Depot

The Board discussed how to move forward with the Fuel Depot project. Chairman Pattison proposed that the Town present the terms to the pilot group instead of the advisory board. Board Member Kuperberg suggested publicizing it. Board Member Chase planned on bringing the topic up at the next WPA meeting. Chairman Pattison will work with Board Member Chase on drafting a letter to present to the pilots.

Discussion: Hangar Lease Rates

The Board reviewed the updated report showing that Twisp is currently in the median price range for hangar lease rates. The proposed lease rate is two times higher than right now; the Board would like to keep the prices as they are. They looked at ways to reduce costs to keep prices at the current rate. Board Member Liman asked Director Denham if the Town has any obligation to plowing to which Director Denham responded that the Town does not have any obligation to do but they do it to take care of the airport. It is usually done the same day but there were a couple of times the airport did have to close because the Town was unable to make it. Manager Wagner asked how much the contractors that were hired to help cost. Director Denham and Deputy Clerk Davis stated that the Town has not seen all of the bills for that yet but will gather that information once all bills have been received. Manager Wagner asked about using the snow blower that is at the airport and if that could help cut costs. Director Denham stated that the only issue with that is the upkeep of the equipment. Board Member Chase asked if the blower is running would the Town allow it to be used. Director Denham said yes if it makes sense. Manager Wagner suggested selling and upgrading if the upkeep is too high. Chairman Pattison volunteered to get estimates on fixing the blower. The board entertained the idea of a maintenance tax be added to the lease. Board Member Liman said that it would be based off of a yearly assessment. The Board discussed this idea and moved to get more information before making any final decisions. Board Member Chase stated that he would like to keep the rate at the existing rate but to try and bring more business as there are thirty open spaces that, if leased out, would bring in more revenue. Board Member Kuperberg stated that the Board should raise the lease rate and bring in more business. The Board will continue looking into ways to reduce Airport maintenance costs.

Airport Park Grooming

Board Member Kuperberg thanked Director Denham for having the park groomed.

Consent Agenda

Minutes- 01-17-2023

Member Chase made a motion to approve the minutes. Member Kuperberg seconded the motion. The motion passed unanimously.

Next Steps

Next Meeting: 05-09-2023 at 12:00p

Adjournment

There being no further business to come before the Board, Chairman Pattison adjourned the meeting at 1:15 pm

Chair Dick Pattison

Secretary Heather Davis