

Middletown Regional Airport/Hook Field

Airport Commission

Meeting Minutes – August 15, 2022

Location

Middletown City Council Chambers

Commission Members

MEMBER	PRESENT	ABSENT	MEMBER	PRESENT	ABSENT
Nicholas Brown (NB)	<input checked="" type="checkbox"/>		Tim Pond (TP)	<input checked="" type="checkbox"/>	
Greg Couch (GC)	Resigned		Thomas Rudolf (TR)	<input checked="" type="checkbox"/>	
Tim Epperhart (TE)		<input checked="" type="checkbox"/>	Jon Schade (JS)	<input checked="" type="checkbox"/>	
John Langhorne (JL)	<input checked="" type="checkbox"/>				

Visitors

1. Nathan Cahill (NC) – City of Middletown
2. Tal Moon (TM) – Middletown City Council Representative
3. Bruce Brandstetter – Brandstetter Carol, Inc.
4. Nicole Condrey – Team FastTrax
5. Erick Larson – AMS
6. Scott Grube – AMS FBO Manager
7. Kurt Yearout – Safe Skies Aviation
8. Ferris Yearout

Call to Order

Meeting Called to Order by JL at 6:04pm.

Excuse Absences

Commission was informed of the resignation of Greg Couch.

Motion to excuse the absence of TE by NB, 2nd by JL, approved by unanimous consent.

Approval of Minutes

A motion was made by JL to approve Meeting Minutes from April 18, 2022, motion 2nd by NB, minutes approved by unanimous consent with no changes.

Reports

- Engineering Report submitted by Brandstetter-Carroll, Inc. (BCI)
 - BIL Grant ACIP – Airport was advised to revised ACIP following onboarding of FBO and following assessment of overall scope of project needs to prioritize funding needs.
 - Fuel Farm Markings – Plans and cost estimates revised to show existing tie-down markings. Revised plans submitted to City on 8/17/2021.
 - Apron Expansion
 - Project bid on 4/6/2022
 - Low bid was \$269,756.25
 - Revised Bid Form submitted to Sunesis due to revised pavement section resulting from Geotechnical Exploration findings, pricing to be updated.
 - FAA Application submitted on 4/11/2022
 - FAA had a few comments. BCI address and resubmitted on 4/18/2022.
 - FAA Grant Agreement expected week of 8/8/2022 per FAA.
- Airport Manager’s Report
 - Revised ACIP submitted.
 - City Budgetary Control Report for Airport Fund dated August 12, 2022, provided to commission.
- FBO Report
 - Fuel Sales (July 2022)
 - AvGAS – 5,900 gals
 - JetA – 10,337 gals
 - Fuel nozzles on both AvGAS and JetA replaced.
 - New FBO Manager introduced – Scott Grube
 - Filters on fuel trucks replaced.
 - Testing equipment delivered.
 - Contractor to complete facility compliance this month.
 - Completely ATA 103 compliant by September 1st.
 - AvGAS Truck replaced.
 - Jet fuel truck repairs in progress.
 - Provided event support for both Balloon Challenge and Hops in the Hangar.

Old Business

- Hops in the Hangar – Successful event.

New Business

- Sorg Paper Smoke Stack in process of being removed, has BCI looked at updating obstacle data to check ability of achieving lower approach minimums?

Open Discussion

- None

Meeting Adjournment

Motion to adjourn meeting by NB, 2nd by JS, meeting adjourned by unanimous consent at 6:24pm.

Next meeting September 19, 2022 in City Council Chambers.

Minutes Submitted by Nicholas Brown (NB)



Minutes Approved by John Langhorne

