

**AIRPORT ADVISORY COMMISSION
CITY OF PALMER, ALASKA**

**REGULAR MEETING
THURSDAY, JUNE 27, 2019
7:00 P.M. - COUNCIL CHAMBERS**

A. CALL TO ORDER:

The regular meeting of the Airport Advisory Commission was called to order by Chair More at 7:01 p.m.

B. ROLL CALL:

Present and constituting a full quorum were Commissioners:

Kenneth More, Chair	Liz Swearingin, Vice Chair
Jeff Helmericks (via teleconference)	Andrew Weaver
Joyce Momarts	Shannon Jardine (via teleconference)
Richard Best (arrival at 7:03 p.m.)	

Also present were:

Frank Kelly, Airport Superintendent
Pam Whitehead, Recording Secretary

C. PLEDGE OF ALLEGIANCE: The Pledge was led by Commissioner Weaver.

D. APPROVAL OF AGENDA:

Main Motion: To approve the Agenda as presented.

Moved by:	Jardine
Seconded by:	Momarts
Vote:	7 Yes/0 No – Best, Jardine, Momarts, Weaver, Helmericks, Swearingin, More
Action:	Motion Carried Unanimously by roll call vote.

E. MINUTES OF PREVIOUS MEETING:

Main Motion: To approve the May 23, 2019 Regular Meeting Minutes as presented.

Moved by:	Swearingin
Seconded by:	Jardine
Vote:	7 Yes/0 No – Best, Jardine, Momarts, Weaver, Helmericks, Swearingin, More
Action:	Motion Carried Unanimously by roll call vote.

F. REPORTS:

Superintendent Kelly reported:

- Highlighted his written report in the packet, updating:
 - Airfield Status – open and operational;
 - Airport Safety/Security – nothing new;
 - Airport Operations/Compliance/Improvements:
 - Airfield Safety Improvement Project 2019 – bid opening extended to July 3, 2019, 2 p.m.;
 - Updated status of P&Z-drafted ordinance on non-aeronautical/aeronautical – expected to go before City Council for adoption in July;
 - Updated status of "Avigation Easement" (end of RW 16) with the Mat-Su Borough (see packet for further information); reported he presented an update at the 6/12/19 Borough AAB meeting;
 - Airport Operational & Leasing Update:
 - Updated regarding LL 23;
 - Reported interest in the lease lots off Cope Industrial Way; leasing sign diagram is with Public

Works for development and placement;

- **Important Dates:**

- 8/7/2019 – MSB Aviation Advisory Board will hear AAC/City request for the Avigation Easement; Chair More and Superintendent Kelly will attend.

- **Other Airport Operational & Leasing Update:**

- -- Reported Merrill Field rates increase as of January 2020 (see packet for newspaper articles related to same);

- Responded to Commission member questions related to the Avigation Easement.

Chair More:

- Further reported concerning the impact of the Merrill Field rate increases; discussion ensued.

G. GUEST APPEARANCE: None.

H. AUDIENCE PARTICIPATION: None.

I. UNFINISHED BUSINESS: Committee of the Whole

(Note: Action may be taken by the Commission following committee of the whole)

Main Motion: To enter Committee of the Whole for open and ease of discussion on the stated Unfinished Business items.

Moved by:	Jardine
Seconded by:	Swearingin
Vote:	7 Yes/0 No – Best, Jardine, Momarts, Weaver, Helmericks, Swearingin, More
Action:	Motion Carried Unanimously by roll call vote.

[The Commission entered Committee of the Whole at 7:25 p.m.; exited at 7:30 p.m.]

1. Committee of the Whole discussion:

- 2019 Palmer Municipal Airport "Airport Open House" planning.

- -- School Classroom Visits/Commissioner Jardine update;

- -- Airport "Meet and Greet" events/Chair More update.

Commissioner Jardine and Chair More updated and discussed status of planning the events.

- Avigation Easement with the Mat-Su Borough, North of RW 16.

- -- Update on Mat-Su AAB meeting June 12 for PAQ Avigation Easement Presentation with request by Airport Superintendent.

(Superintendent Kelly addressed earlier in the meeting under Reports)

[The Commission exited Committee of the Whole without objection at 7:30 p.m.]

J. NEW BUSINESS: Committee of the Whole

(Note: Action may be taken by the Commission following committee of the whole)

Main Motion: To enter Committee of the Whole for open and ease of discussion on the stated New Business items.

Moved by:	Best
Seconded by:	Jardine
Vote:	7 Yes/0 No – Best, Jardine, Momarts, Weaver, Helmericks, Swearingin, More

Action: Motion Carried Unanimously by roll call vote.

[The Commission entered Committee of the Whole at 7:30 p.m.; exited at 7:32 p.m.]

- AAC Meeting for July 25, 2019 – Airport Superintendent will be out of town.

Chair More polled the Commission whether to hold the meeting or cancel; consensus was to cancel.

[The Commission exited Committee of the Whole without objection at 7:32 p.m.]

Upon exit, the Commission took the following action:

Main Motion: To cancel the July 25, 2019 Airport Advisory Commission for the reason that Superintendent Kelly will be out of town.

Moved by:	Momarts
Seconded by:	Jardine
Vote:	7 Yes/0 No – Best, Jardine, Momarts, Weaver, Helmericks, Swearingin, More
Action:	Motion Carried Unanimously by roll call vote.

The next AAC meeting will be August 22, 2019.

Superintendent Kelly:

- Added to his previous report regarding the *Airfield Safety Improvement Project 2019*, reporting that Washington DC as of June 24, 2019 pre-approved and set aside the grant money (\$850,000) pending the bid and approval of the grant paperwork by the Alaska District Office.

K. COMMISSION MEMBER COMMENTS:

Commissioner Best:

- Spoke in appreciation of the short meeting tonight.

Commissioner Weaver:

- Inquired as to how the grant money will be used. Superintendent Kelly responded Airfield Safety Improvement: apron lighting, fence and gate repairs, airfield directional sign replacement, tree removal south of RW 10-28.

Chair More:

- Spoke in appreciation for the grant money for safety improvements and Superintendent Kelly's efforts re same.

L. ADJOURNMENT:

There being no further business, the meeting adjourned at 7:40 p.m.

APPROVED by the Airport Advisory Commission this 22nd day of August, 2019.

Kenneth More, Chair

Frank Kelly, Airport Superintendent