

**Mena Intermountain Municipal Airport  
Monthly Commission Meeting**

Minutes  
April 13<sup>th</sup>, 2015

1. Call to Order:  
The meeting was called to order by Chairman Rodger Crider at 3pm.
2. Attendees:  
The following persons were in attendance; Rodger Crider, Duane Corcoran, Phillip Wilson, Ken Schreiber, Danny Thraikill, Will Robbins, Scott Ray, Brian Maurer, and Pulse Press.
3. Approval of Minutes and Financials:  
The minutes and financials were emailed to the commission members before the meeting. The minutes were approved by a motion made by Duane Corcoran and a second by Phillip Wilson. The minutes for a special called meeting on April 2<sup>nd</sup> were approved by a motion made by Duane Corcoran and a second by Phillip Wilson. The financials were reviewed and approved by a motion made by Phillip Wilson and a second by Ken Schreiber.
4. Airport Managers report:
  - A. Will Robbins reported that the overall business activity on the airport was doing well. The operators on the field all had work and were healthy.
  - B. Will Robbins also announced a Safety Meeting for April 30<sup>th</sup>. The meeting will cover ground movements by vehicles and aircraft and air movements by aircraft on and around the airport. Heather Metzler with the Flight Standards District Office will attend to assist with the meeting and to present a special award to Ken Schreiber.
  - C. Will Robbins requested to be off from May 23rd to May 28<sup>th</sup>.
5. Old Business:
  - A. Brian Maurer with Morrison Shipley gave an update on our runway 17/35 lighting project. Brian said the parts had been ordered and the contractor has begun assembly of the lighting cans off site. When everything ordered arrives they are to begin.
  - B. The airport Master Plan continues as scheduled. Brian said we will be setting a meeting date with the FAA for the facilities chapter of the report in the next 30 days. Brain said we would have a preliminary report ready for the commission to see in the next two weeks.
6. New Business:  
The policy on vehicle movement on the airport was reviewed. It was suggested that Will Robbins send an email to all of the operators to remind them of the City of Mena Ordinance 927 that restricts vehicle movement on the airport and provides guidance for vehicle safety lighting and procedures. It was suggested that signs be made at B3 and C3 to remind operators of the approaching runway and fines for improper usage.
7. Public Comments and Concerns:  
None

8. Adjourn:

A motion to adjourn was made by Phillip Wilson and a second by Duane Corcoran.

Minutes submitted by:

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Rodger Crider, Chairman

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Duane Corcoran, Secretary