

**Mena Intermountain Municipal Airport
Monthly Commission Meeting**

Minutes
January 12th, 2015

1. Call to Order:
The meeting was called to order by Chairman Rodger Crider at 3pm.
2. Attendees:
The following persons were present: Rodger Crider, Duane Corcoran, Nancy Wright, Jeff Montgomery, Phillip Wilson. Phillip Hensley, Kenneth Schreiber, Will Robbins, Greg Shipley, 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 seconded by Jeff Montgomery. The financials were approved by a motion made by Nancy Wright and a second by Phillip Wilson.
4. Airport Managers Report:
 - A. Sweeping is almost complete. We hope to get the sweeper on a regular basis.
 - B. Lot 9 hanger located at 303 Polk 52 has been leased to Mountain Airframe as of January 1, 2015. We will need to make some repairs amounting to about \$6,500.00. Replacement of the hanger heater, door rebuilt, screws replaced, electrical checked out, door seals replaced, roll up door insulated, rusted metal replaced broken windows replaced, and drainage issues. Bids for these repairs were received by MSBI and Greg McDonald. Greg McDonald had the lowest bid and his bid accepted provided he provides copies of Insurance, bonding and contractors license. These will be reviewed by Danny Thraikill.
 - C. The Forest service contract has been renewed. Rent will increase according to the CPI schedule. We should receive all back rent in 7 days.
5. Old Business:
 - A. Greg Shipley gave us an update on the 17/35 runway light project. We will be advertising for bids January 11 and 18. Bid opening will be January 27th. The bid award by the Airport Commission will be February 10th. We should start by February 12th and complete by April 30th, (depending on weather). A motion was made to authorize Rodger Crider and Will Robbins to execute the grant when it is ready. Motion was made by Phillip Wilson and a second by Phillip Hensley.

- B. Greg Shipley also gave us an update on the Master Plan update.
 - a. Inventory and Forecast chapters are complete.
 - b. Forecast will be submitted to the FAA for approval upon completion of review.
 - c. Facility requirements are currently being drafted and should be complete in February.
 - d. Draft of Alternatives will start in March.
 - e. Aerial Photogrammetry images were collected in October. Ground Surveys were recently completed to tie the aerial survey to NGS coordinate system. Deliveries in February.
 - f. Still on track for a September 2015 completion date, depending of FAA review times.

6. New Business: None

6. Public Comments and concerns:
None:

7. Adjourn:
A motion to adjourn was made by Duane Corcoran and a second by Ken Schreiber.

Minutes Submitted by:

Rodger Crider, Chairman

Duane Corcoran, Secretary