

MINUTES
OSKALOOSA AIRPORT COMMISSION
October 3, 2022

Meeting of the Oskaloosa Airport Commission was called to order at 4:30 p.m. on Monday, October 3, 2022.

- 1) ROLL CALL: Roll was taken with the following present: Steve Brown, Kraig Van Hulzen, James Johnson, Larry Lewis, Shane Vande Voort, and Tim Menninga [Classic Aviation] and Erin Van Roekel [Garden & Associates].
- 2) APPROVAL OF THE MINUTES: Moved by Larry Lewis and seconded by Kraig Van Hulzen to approve the minutes of the September 7, 2022 meeting. Motion carried.
- 3) FINANCIAL REPORT: Moved by Kraig Van Hulzen and seconded by James Johnson to approve the financial report. Motion carried.
- 4) REVIEW AND APPROVE BILLS: Moved by James Johnson and seconded by Larry Lewis to pay bills totaling \$244,449.93. Motion carried.
- 5) MANAGER'S REPORT: See attached.
- 6) OLD BUSINESS:
 - a) Taxiway patching project: Erin Van Roekel of Garden & Associates reported that all the concrete work is done. Sealing and painting work still need to be completed. There will be a change order because some adjacent panels were broken, but the total cost should not increase because the engineering service cost should be lower.
 - b) Shower installation: The shower door and towel rack have been installed. Work is progressing on the installation of the light and exhaust fan.
 - c) Painting walls in house: City Manager Amal Eltahir has been unable to contact Bandstra Painting concerning the extra charge for painting the ceilings. Her phone calls have not been returned. The extra charge remains unpaid since this work was not approved by the Commission.
- 7) NEW BUSINESS:
 - a) Weekend crew staffing: Shane Vande Voort reported that they have been unsuccessful in finding qualified personnel to provide staffing on Saturdays and Sundays. The Airport Lease & Management Contract requires that on-site staffing be provided on those days during designated hours. The only service that is required is someone to pump aviation fuel. Shane proposed that the contract be amended to delete the on-site staffing requirement and that staff be on call to make fuel available on request. This is like other airports in the area except those with self-service pumps. Kraig Van Hulzen moved that the manager's duties section of the contract be amended to make this change and the

amendment be effective November 1, 2022. James Johnson seconded.
Motion carried.

- b) November meeting date: The date of Monday, November 7th was acceptable to everyone.

8. ADJOURN: James Johnson moved to adjourn at 5:38 p.m. Kraig Van Hulzen seconded. Motion carried.

Classic Aviation @OOA

Monthly report September 2022

Prepared by Shane Vande Voort

Fuel Sales 100LL (\$6.70) 1168.2 gallons Jet A (\$6.20) 327.8 gallons
Total Fuel Sales 1496 gallons
Total Owed OOA – \$74.80

- The mowing equipment is working well.
- The shop continues to be busy, we are actively recruiting mechanics.
- We are mostly happy with the way the contractor has worked with the FBO through the project and are eager for the painting to be completed
- We continue to be interested in hosting a fly-in at the airport
- Finding competent staff to attend the airport on the weekends is a big challenge for us