

SAND SPRINGS – POGUE AIRPORT

Airport Advisory Board

MINUTES

Thursday, January 13, 2022

5:30 p.m.

Airport Terminal Conference Room

Sand Springs-Pogue Airport

3200 Airport Road

Sand Springs, Oklahoma 74063

MEMBERS PRESENT:

David Kvach, Vice Chairman
Dr. Mark Manahan
Dr. Tom Campbell
Robert Fleenor
Joe Stephenson

ABSENT:

Leia Anderson, Chairman
Rick Westcott, Secretary

ALSO PRESENT:

Ken Madison, Airport Supervisor

The Airport Advisory Board met in a regular session on Thursday January 13, 2022 in the Airport Terminal conference room at the Sand Springs - Pogue Airport, pursuant to the agenda filed with the City Clerk's office, and posted at 11:50 a.m. on January 10, 2022 on the bulletin board located in the first floor lobby of the Sand Springs Municipal Building, 100 East Broadway Sand Springs, Oklahoma 74063.

1. Call to Order

Mr. Fleenor called the meeting to order at 5:31 p.m.

2. Roll Call

Mr. Fleenor called for individual roll call with members replying in the following manner:

Dr. Campbell, here; Dr. Manahan, here; Mr. Fleenor, here; Mr. Stephenson, here; Mrs. Anderson, no response, Mr. Kvach, here; Mr. Westcott; no response.

3. Minutes

The minutes of the December 9, 2021 Regular Airport Advisory Board meeting were included in the agenda packets for the Board's review and approval.

A motion was made by Mr. Fleenor and seconded by Dr. Campbell that the minutes of the December 9, 2021 Airport Advisory be approved.

Mr. Fleenor called for the vote recorded as follows:

Mr. Fleenor, aye; Dr. Manahan, aye; Dr. Campbell, aye; Mr. Stephenson, aye; Mrs. Anderson, no response; Mr. Kvach aye; Mr. Westcott, no response.

4. ISR 1000 COMMITTEE REPORT

Committee Chairman updated the Board Members on airport improvements, upcoming events and any other activities including scheduled events of interest to the Board Members.

5. AIRPORT UPDATED T-HANGER LEASE AND FEES FOR FY 2023

Staff and board members discussed t-hanger, storage room and tie down fees for FY 2023.

After discussion Dr. Manahan made a motion to approve the T-hanger lease for FY 2023 it was seconded by Dr. Campbell.

Chairman Fleenor called for the vote recorded as follows:

Mr. Fleenor, aye; Dr. Manahan, aye; Dr. Campbell, aye; Mr. Stephenson, abstain; Mrs. Anderson, no response; Mr. Kvach aye; Mr. Westcott, no response.

Following discussion Dr. Manahan made a motion to approve the storage room and tie down fees for FY 2023 it was seconded by Dr. Campbell.

Chairman Fleenor called for the vote recorded as follows:

Mr. Fleenor, aye; Dr. Manahan, aye; Dr. Campbell, aye; Mr. Stephenson, aye; Mrs. Anderson, no response; Mr. Kvach aye; Mr. Westcott, no response

Discussion Only.

6. ENGINEERING REPORT

The board and staff discussed any pending airport CIP projects of interest & FAA/OAC funding.

7. FEASIBILITY OF INSTALLING JET-A FUEL SYSTEM

Staff and board discussed the FEASIBILITY OF INSTALLING Jet-A system providing service at SSPA.

Discussion Item Only.

8. NORTHWEST APRON, AIRCRAFT HANGAR DEVELOPMENT

Staff and board discussed airport hangar construction, infrastructure, codes and any other information associated with development at the airport.

Discussion Item Only.

9. SAND SPRINGS HOME HANGER

Staff and board discussed a potential new tenant, lessee for the Sand Springs Home Hangar/Office building.

Discussion Item Only.

10. PROPOSED AVIATION SERVICES OPERATOR LICENSE AGREEMENT WITH BONDIO, LLC

Staff and board discussed proposed service agreement with Bondio, LLC following discussion a motion was made by Mr. Stephenson and seconded by Mr. Fleenor to approve the ASO License Agreement.

Chairman Fleenor called for the vote recorded as follows:

Mr. Fleenor, aye; Dr. Manahan, aye; Dr. Campbell, aye; Mr. Stephenson, aye; Mrs. Anderson, no response; Mr. Kvach aye; Mr. Westcott, no response

11. ULLRICH AVIATION HANGAR/OFFICE

Discussion Item Only.

12. CITY MANAGER'S REPORT

The City Manager, Mike Carter updated the board and staff requiring recent and upcoming events and projects including events of interest and the general operations of the City.

Discussion Item Only.

13. AIRPORT SUPERVISORS MONTHLY MANAGEMENT REPORT

Discussion Item Only.

14. ADJOURNMENT

The next meeting is scheduled for Thursday, February 10, 2022.

The meeting adjourned at 6:25p.m.

Sunnie Smith, Public Works Administrative Specialist