

# SAND SPRINGS – POGUE AIRPORT

Airport Advisory Board

MINUTES

Thursday, May 12, 2022

5:30 p.m.

Airport Terminal Conference Room

Sand Springs-Pogue Airport

3200 Airport Road

Sand Springs, Oklahoma 74063

**MEMBERS PRESENT:** Leia Anderson, Chairman  
Rick Westcott, Secretary  
Dr. Mark Manahan  
Dr. Tom Campbell  
Joe Stephenson

**ABSENT:** Leia Anderson, Chairman  
Robert Fleenor

**ALSO PRESENT:** Ken Madison, Airport Supervisor  
Sunnie Smith, Recording Secretary  
Mike Carter, City Manager

The Airport Advisory Board met in a regular session on Thursday April 14, 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 April 9, 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

Chairman Anderson called the meeting to order at 5:31 p.m.

## 2. Roll Call

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

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

## 3. Minutes

The minutes of the April 14, 2022 Regular Airport Advisory Board meeting were included in the agenda packets for the Board's review and approval.

A motion was made by Dr. Manahan and seconded by Dr. Campbell that the minutes of the April 14, 2022 Airport Advisory be approved.

Mr. Westcottson called for the vote recorded as follows:

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

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.

Discussion Item Only.

5. **ENGINEER REPORT**

Staff and board discussed the SSPA 5 year CIP update & upcoming airport projects.

Discussion Item Only.

6. **REVIEW UPDATES TO AIRPORT POLICY DOCUMENTS**

Committee Chairman updated the Board Members on updates to the Airport Policy Documents including Airport Minimum Standards, Site Development Standards and Rules and Regulations.

Discussion Item Only.

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. **AIRPORT MAINTENANCE HANGAR/BONDIO LLC**

Staff and board discussed City Maintenance Hangar/Skyboss Aviation operations.

Discussion Item Only.

10. **CITY MANAGER'S REPORT**

No Updates.

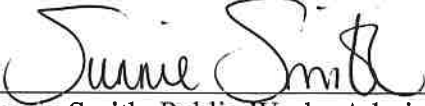
11. **AIRPORT SUPERVISORS MONTHLY MANAGEMENT REPORT**

Discussion Item Only.

12. **ADJOURNMENT**

The next meeting is scheduled for Thursday, June 9, 2022.

The meeting adjourned at 6:08p.m.

  
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Sunnie Smith, Public Works Administrative Specialist