

**SALLISAW AIRPORT ADVISORY BOARD
REGULAR MEETING**

March 22, 2021

**Wheeler Event Center
103 N. Wheeler**

A G E N D A

- 1. Meeting called to order**
- 2. Declaration of a quorum**
- 3. Consider Approval of Minutes of Regular Meeting of January 25, 2021**
- 4. Conduct Annual Review and Evaluation of Airport FBO Operations, and Possible Action Concerning Recommendation(s) to the Airport Manager**
- 5. Review and Discussions on General Airport Operations and Projects**
- 6. City Staff Administrative Reports**
- 7. Recommendations Which Airport Advisory Board Wishes to Make**
- 8. Adjourn**

Posted: MARCH 19, 2021

Time: 9:30 A.M.

Lisa Gabbert

SALLISAW AIRPORT ADVISORY BOARD REGULAR MEETING

**January 25, 2021
Minutes**

The Sallisaw Airport Commission met in a regular meeting on Monday, January 25, 2021 at the Wheeler Event Center. Notice of the meeting was given by e-mailing the agenda to Sequoyah County Times; by posting at city hall; and, by giving notice to the City Clerk.

Members Present:	Gary Schaefer	Chairman
	Don Skinner	Vice Chairman
	Mike Meece	Secretary
	Frank Sullivan	Member
	Devin Guthrie	Member
Staff Present:	Keith Miller	Building Dev. Director
	George Bormann	Economic Dev. Director
	Lisa Gabbert	Admin. Clerk
Others present:	Tom Haning	FBO

Gary Schaefer called the meeting to order at 6:00 p.m. and declared a quorum was present.

CONSIDER APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 24, 2020

Frank Sullivan make a motion to accept the minutes as presented, seconded by Don Skinner.

Vote: Schaefer aye, Skinner aye, Meece aye, Guthrie aye, Sullivan aye.

Motion carried 5-0.

REVIEW AND DISCUSSION ON GENERAL AIRPORT OPERATIONS AND PROJECTS

Keith Miller told the board the city is working with Neel, Harvell & Associates with preliminary plans for decent size box hangars with three to five to start off and a

layout for the remainder of the property to the South, along with water and sewer extensions for future bathroom facilities; with engineering and preliminary costs still in the process. George Bormann let the board know the taxi and runway lights are now operational and lightning protection has been installed and waiting for a final inspection from code enforcement and that the fuel farm project is still in the process and contractors are having trouble getting parts from supplier, but close to pouring concrete. Bormann also said they plan on filing an extension for time. A terminal remodel was completed and possible by CARES Act funding left over after the repair of the maintenance hangar roof repair and more projects could be possible in the future due to leftover stimulus monies.

CITY STAFF ADMINISTRATIVE REPORTS

FBO Haning informed the board not much went on while the runway was closed, but airport operations were going well. Haning said the flight training was busting at the seams and the new office space made possible by leftover CARES Act funding was a blessing and gives the DPE a place to test students here instead of taking them to other facilities. Haning also handed the board his monthly report with operations numbers and hangar wait list.

RECOMMENDATIONS WHICH AIRPORT WISHES TO MAKE

None.

ADJOURN

Motion made by Frank Sullivan to adjourn the meeting, seconded by Don Skinner.

Vote: Schaefer aye, Skinner aye, Meece aye, Guthrie aye, Sullivan aye.

Motion carried 5-0.

Approved this _____ day of _____, 2021.

Chairman

Secretary