

**PAROWAN CITY AIRPORT BOARD MEETING
OCTOBER 2, 2023
PAROWAN CITY OFFICES – 35 EAST 100 NORTH – 4:00 PM**

MEMBERS PRESENT: Pat Wall (Chairman), Jim Shurtleff (Council Representative), Dave Norwood, Luke Carlson,

MEMBERS ABSENT: Dave Cowen, Del Tanner, Jr.

STAFF PRESENT: Dan Jessen (City Manager), Heather Shurtleff (Deputy Recorder)

STAFF ABSENT: Mollie Halterman (Mayor)

PUBLIC PRESENT: Matthew Jakus, Carlyn Bedwell

CALL TO ORDER: The meeting was called to order at 4:02 PM by Pat Wall.

APPROVAL OF MINUTES: Jim Shurtleff moved to approve the minutes of August 7, 2023. Dave Norwood seconded the motion. All members present voted in favor of the motion. The motion carried. The minutes were approved.

DOES ANYONE HAVE ANY CONFLICTS OR PERSONAL INTEREST IN ANY MATTER ON THE AGENDA WHICH NEEDS TO BE DECLARED? No one declared conflicts.

UPDATE ON RUNWAY REBUILD PROJECT – DAN JESSEN: Dan Jessen shared a report with the board which is required weekly under the grant (see attached). The project is going well. Mr. Jessen said that under item #3 on the report, the project is now 10.92% complete; that figure is based on project dollars earned to date. 80% of the runway project, dollarwise, is the asphalt. Once the asphalt portion of the project starts, the percentage will go up quickly.

Dan Jessen discussed areas of concern so far in the project. Underneath the existing asphalt, there were several soft spots, which is not good at all. Some of the big cracks would have let in moisture and formed these soft spots. There has been a request for additional funding to help with compaction for the soft spots, but the City will still only pay %5 of the project. The soft spots did slow down the project; the question is will it move the project past the completion date of November 1, 2023, which was set due to the prairie dog issue. Mr. Jessen believes the City should have a bit of a buffer so it should be okay.

Dan Jessen said there will be a pre-paving meeting on Wednesday and Friday will be a test pavement set. The asphalt is rigorously tested and company is financially incentivized to hit maximum testing numbers.

Dan Jessen said a side benefit of the project is that the excess material is being ground up and hauled to the aprons and the taxiways, and it will get laid down to help fight weeds.

Dave Norwood and the board discussed the still present issue of prairie dogs at the airport. The City has put up a fence and implemented lethal take, yet there are still prairie dogs and they are still protected. The City is using federal dollars, which means the City is bound by the rules. The City isn't allowed to trap and relocate the prairie dogs anymore.

Dan Jessen said the cut off date for the project of November 1st is important, because that is when the prairie dogs go into hibernation; when the prairie dogs are hibernating, they can't get out of their burrows and they may die. The project only has a window from April until November 1st. Mr. Jessen has it on good authority that if the project goes over by a few days, we should be fine, but hoping the project is completed by November 1st.

Pat Wall asked if any weather contingency days were built into the project. Dan Jessen didn't know about weather contingency days. Mr. Jessen said the weather had blessed the project until now, fingers crossed. The only hiccup so far had been the soft spots. The board discussed specifics about the asphalt testing.

PUBLIC COMMENTS: Matthew Jakus asked if the taxiways, skirts and sides were part of the original project. Dan Jessen answered no, Sunroc was originally supposed to haul off the material, but said they would leave it and fix up the taxiways, skirts and sides.

STAFF COMMENTS: Dave Norwood asked where we were on updating the hangar leases. Dan Jessen talked about Justin Wayment no longer being the City Attorney. Scott M. Burns is now the Parowan City Attorney. Mr. Burns will be getting some lease agreements to use as templates. Mr. Jessen will get with Mr. Burns and come up with a lease that will work. Mr. Jessen said Mr. Burns could be at the next meeting if needed. The hangar leases are highest priority, next to the runway project.

Dan Jessen and the board discussed at length that the Cedar City Airport just raising their hangar lease prices by a lot, and the hangar owners are very upset.

Dave Norwood said the hangar prices should be based on the land, not the hangar size.

The board agreed that they will need to look at good comps for the Parowan Airport, from similarly sized airports.

Jim Shurtleff said the City wasn't looking to gouge the hangar owners, but the City shouldn't subsidize the hangars either. There needs to be a happy medium.

Dave Norwood said warehouses generate revenue, hangars don't.

Luke Carlson said he would email the board with the actual cost of the hangar lease increase at the Cedar City Airport. (Mr. Carlson emailed the Airport Board with the following on October 11, 2023):

“Last Airport Board Meeting, we discussed the hangar lease price in Cedar which has recently been raised to 60 cents per sq/ft. Around 2 years ago, the leases were raised to 30 cents per sq/ft. Last week there was a meeting in Cedar City to negotiate the price, I do not know the result of that yet. I will keep our board up to date as I learn new information.”

The board continued to discuss square footage vs. front footage for the hangar lease rates. Dave Norwood said charging by front footage makes it hard to be equitable. Mr. Norwood said that if you do the math, the front footage that is being charged right now on the hangar leases equals \$0.05 per square foot.

Pat Wall said it was difficult to know where his hangar property started and stopped. Dave Norwood said he would help Mr. Wall with his hangar property lines.

The board discussed utility easements, and that the main lines should be on City property and the meters on the individual leased hangar properties. Dan Jessen said typically the meter is the delineation line for responsibility, and is generally put right at the property line. The board also discussed placement of the T-hangars in the future. No decisions were made.

Pat Wall mentioned the bad potholes on the airport road and wondered if they could be filled in somehow, even temporarily. Dan Jessen said he would speak with the public works crew about it.

Dan Jessen gave an update for the new road and truck stop in the airport area – near 800 North.

ADJOURN: Dave Norwood moved to adjourn the meeting. Luke Carlson seconded the motion. All members voted in favor. Meeting adjourned at 4:34 PM.

11/6/2023
Date of Approval