

MINUTES
OSKALOOSA AIRPORT COMMISSION

December 2, 2019

Meeting of the Oskaloosa Airport Commission was called to order at 4:30 p.m. on Monday, December 2, 2019.

1. ROLL CALL: Roll was taken with the following present: Steve Brown, Kraig Van Hulzen, Larry Lewis, James Johnson, Shane Vande Voort, Jeff Claypool, Tim Menninga, and John Trenkamp [Classic Aviation].
2. APPROVAL OF THE MINUTES: Moved by Kraig Van Hulzen and seconded by James Johnson to approve the minutes of the November 4, 2019 meeting. Motion carried.
3. FINANCIAL REPORT: Moved by Larry Lewis and seconded by Kraig Van Hulzen to approve the financial report. Motion carried.
4. REVIEW AND APPROVE BILLS: Moved by Kraig Van Hulzen and seconded by Larry Lewis to pay bills totaling \$42,456.58. Motion carried.
5. MANAGER'S REPORT: See attached.
6. OLD BUSINESS:
 - a. Runway 4/22 project: The project is now complete.
 - b. Drainage tile: No action taken.
 - c. Storm damage: AKG Construction has repaired the door seal.
 - d. Disposal of NDB Equipment: The towers will probably not be removed until spring. The demolished building will be removed from the field in a few days.
 - e. Soil testing: No action taken.
 - f. Sale of farmland: The City Council has approved the sale of 338.26 acres for \$3,186.00.00. The Council also approved the rental of the remaining 190 acres to the farmland purchaser for \$240.00 an acre for seven years.
7. NEW BUSINESS:
 - a. Plumbing and drywall repair: James Johnson moved to accept a bid from AKG Construction for \$2,500.00. This included the cost of a new urinal and related plumbing. Kraig Van Hulzen seconded. Motion carried.
 - b. Carpet and paint for the terminal area: The Commission reviewed bids from Dixon's Floors and More, Modern Floor Covering, and Bruxvoort Decorating. The low bid was from Dixon's for \$2,954.96 for roll carpeting or \$3,469.00 for carpet tiles. The other bids were in excess of \$4,000.00. The Commission questioned the need to replace the carpet in the three small offices and requested a revised bid from Dixon's without these areas. Classic Aviation personnel will do the painting and will get an estimate on the cost of the paint.
 - c. Cleaning the drain pit: City personnel have agreed to come out and clean the drain pit.
 - d. Pest control: Classic Aviation has requested that bait stations be added to control the mice problem. Certified Pest Control has proposed adding 44 bait stations. This will require a flat charge of \$770.00 for the stations, plus an additional \$45.00 a month to maintain them. Larry Lewis moved to accept this proposal. Kraig Van Hulzen seconded. Motion carried.
 - e. January meeting date: The date of Monday, January 6th was acceptable to everyone.
8. Adjourn: It was moved by Larry Lewis adjourn at 5:24 p.m. James Johnson seconded. Motion carried.

Classic Aviation @OOA

Monthly report November 2019

Prepared by Shane Vande Voort

Fuel Sales 100LL (\$5.00) 299.5 gallons Jet A (\$4.50) 130.0 gallons

Total Fuel Sales 429.5 gallons

Total Owed OOA - \$21.48

- We're up and running at Oskaloosa. November has been a transition month and it has been going well. Key people at Oskaloosa are as follows
 - **Jeff Claypool** - A&P and lead mechanic at Oskaloosa location. Jeff opens up weekdays and inspects the facility and checks in on weekends.
 - **John Trenkamp** – Mechanic assistant (soon to be A&P) and lives on site at OOA
 - **Tom Finelli** – Shop assistant and Line Service. Tom is a licensed Commercial pilot and full-time student in the Aviation Maintenance Program at Indian Hills. Tom works Friday – Sunday
 - **Tim Menninga** – Airport and FBO Operations. Tim is a commercial licensed pilot who currently focuses on our airport and FBO operations. Tim splits his time between Oskaloosa and Pella but has been spending 80% or more of his time at OOA since November 1.
 - **Mike Lossner** – A&P Authorized inspector. Mike is our most experienced inspector and has been spending time at OOA performing annual inspections as well as Pella.
 - **Shane Vande Voort** – President, Manager, and Authorized Inspector. I've been on site at OOA handling airport and FBO management as well as performing annual inspections.
 - Flight instructors Jake Brumbaugh and Sid Piney will be joining us as needed at OOA soon.
- We have been re-arranging the shop for efficiency and cleaning the terminal. We will be painting and deep cleaning the inside of the terminal soon.
- We used the snow removal equipment for a light snow, and it is working well for its age.
- We have added two new hangar renters this fall.
- The shop has been busy. We are currently keeping four aircraft in work at a time.