

## **MINUTES OF NOVEMBER 12<sup>th</sup>, 2008**

Chairman Allen Black at the Doylestown Airport called the November 12<sup>th</sup>, 2008 meeting of the Bucks County Airport Authority to order at 7:30 p.m. Members attending were McKay, Mininger, and Tollini, along with Solicitor Graham.

The meeting opened with the pledge of allegiance.

Mr. Mininger made the motion to accept the minutes of October 10<sup>th</sup>, 2008. Mr. Tollini seconded the motion and it carried unanimously.

### **Public Comments**

There were no public comments.

### **Quakertown Airport FBO**

Bob Fowler, of Fowler Aviation, presented the Board with a proposal for the installation of ceramic tile in the two bathrooms, hallway, and lobby of the terminal building for the cost of \$1284. Mr. Mininger made the motion authorizing \$1284. for the installation of tile in the terminal building. Mr. Tollini seconded the motion and it carried unanimously.

Mr. Fowler said an aircraft will be added to the flight school in January. He also reported that he has a full-time instructor for the flight school.

### **Quakertown Pilot Association**

Mr. Mininger reported Young Eagles will be held this Saturday with 30-40 Girl Scouts expected to participate.

### **Doylestown Pilot Association**

Joe Newton, of the association, said he has received complaints of vehicles traveling at unsafe speed in the terminal hangar area. Joe said it appears to be one individual and the Board thought that approaching the individual and speaking to him about slowing down in the area would be the best solution.

Mr. Newton said another issue brought up was requiring those who drive in the airport areas to carry a minimum of liability insurance that would cover any incident with an aircraft.

The Board said they would like to have an update of the card system at the time the

yearly leases go out and have the individuals provide information and sign a document that they will accept responsibility for any damage they may do while operating their vehicle beyond the gated area of the airport.

Engineer's Report

Bill Patrick, of L. Robert Kimball & Associates, said a meeting is being scheduled with Blooming Glen, PennDOT, Kimball, and the Authority to discuss some issues on the Quakertown Airport Taxiway project.

Bill said the Quakertown runway repair has been put onto the 4 year plan.

Mr. Patrick said they are preparing the documents for bidding the construction phase of the Runway 29 obstruction removal project. He submitting for signature the forms for a stream crossing permit from the Conservation District for this project.

Mr. Patrick said the Verizon project at the Vo. Tech. building is on hold until early 2009. Verizon is continuing to pay rent under its lease. It was suggested that someone contact Verizon to make sure they winterize the building to avoid frozen pipes, etc.

Mr. Patrick said the contracts with ProCom for the roof replacement on the Vo. Tech. building is being presented to the Authority for signature and that the project will start in early December.

Mr. Mininger said Milford Township is planning to widen Mill Road and will approach the Airport Authority for the necessary drainage easements.

Bill said Phase I of the stormwater project at Doylestown Airport is near to being closed out and he schedule this with Knight Engineering.

Mr. Patrick said there was a walk through of Phase II stormwater project today with Mr. Betz, of PennDOT, and there is a short punch list for Nimaris Construction. Bill said Nimaris has submitted two pay requests for the project and he feels the project is 95% complete. Bill said Kimball will assist in training Leading Edge in the monitoring of the recharge beds in the Phase II project. He reminded the Board that care must be taken in using any heavy equipment for mowing these recharge bed areas; he will get the ground pressure numbers that the areas can take.

Mr. Patrick said PennDOT is waiting for some additional samples from the Hughes property before issuing the grant for the acquisition of this property along with the demolition of buildings on this property and the Overholt II property.

Bill said Kimball will write the response letter for the Doylestown 5010 report.

Mr. Patrick reported the preconstruction meeting for the Van Sant Runway regrading project was held this morning and work is scheduled to begin December 3<sup>rd</sup>.

Kimball will also write the response letter for the Van Sant 5010 report, Mr. Patrick reported.

Bill said Kimball reviewed an application for a water tank in Plumstead Township, with information provided by Van Cleff Engineers. Kimball has determined it is not an obstruction to Doylestown Airport.

### Administrators' Reports

#### Financial:

Mr. Mininger recommended accepting the financial report as submitted and payment of all bills presented, including additional bills totaling \$603,408.28. He reported that bills paid in October from the project account was \$13,923.57, and bills paid from the operating account in October was \$46,263.71. Mr. Tollini made the motion to accept the financial report and pay all bills presented. Mr. Mininger seconded the motion and it passed unanimously.

Chairman Black asked Ms. Landis to provide a cash flow projection of how rental delinquencies could affect the Authority's finances. He reported some members had a conference call with Mr. Calhoun of DVRFA to discuss rates on loans that the Authority has with DVRFA.

Mrs. Raterman said she will be sending out the information on the 2009 tree donation program and the Board said they would like to budget to give out two grants again next year.

Mr. McKay made the motion, seconded by Mr. Tollini, to approve the First Service resolution, as amended by Solicitor Graham. The motion carried unanimously.

Bee, Bergvall & Company submitted an engagement letter to perform the 2008 audit at a cost of \$7300. Mr. Tollini made the motion accepting the Bee, Bergvall engagement letter to perform the 2008 audit for a cost not to exceed \$7300. Mr. Mininger seconded the motion and it passed unanimously.

### Solicitor's Report

Solicitor Graham reported that the pilot of the Falcon that recently came into Doylestown Airport contacted Rick Witt, of Leading Edge, and apologized profusely and he said he would not come into Doylestown again with the Falcon.

### Quakertown Airport Subcommittee

Mr. McKay said he and Mr. Mininger, with the help of the Quakertown Pilot Association, will be clearing the NDB site.

Mr. Mininger asked that the matter of a delinquent residential tenant be discussed at executive session.

Mr. Mininger said the subcommittee is working with Air Methods on repairs to the hangar area and Solicitor Graham is working on the 5 year lease.

Mr. Mininger said the concrete replacement work outside the terminal is completed.

Mr. Mininger asked the administrators to contact appraisers for the necessary appraisals for the runway 29 clearing project.

Public Comments

Wendel Doubleday said the recent incident in which the Falcon used the Doylestown Airport could be used to show the public that the airport is policing that type of activity and asked the Board to discuss how they would respond to any future incident.

The Board explained why they chose to respond in the way that they did.

Mark Dubowe asked the Authority to update him on the status of the pending litigation with Buckingham Township.

The meeting moved to executive session at 9:08 P.M.

The public meeting reconvened at 10:23 P.M.

Chairman Black reported items discussed at executive session were litigation with Buckingham Township, repairs to the Goff property, dispute with Blooming Glen Contractors, and the delinquent residential tenant in Quakertown.

Mr. Mininger made the motion directing Solicitor Graham to write a demand letter to the delinquent residential tenant. Mr. Tollini seconded the motion and it passed unanimously.

Motion to adjourn at 10:24 P.M. was made by Mr. McKay, seconded by Mr. Tollini, and passed unanimously.

Respectfully submitted,  
Colleen B. Raterman  
Administrator

