

MINUTES OF APRIL 8TH, 2009

The April 8th, 2009 meeting of the Bucks County Airport Authority was called to order at 7:30 p.m. at Quakertown Airport by Chairman Allen Black. Members attending were Beans, McKay, Mininger, and Tollini, along with Solicitor Graham.

The meeting opened with the pledge of allegiance.

The minutes of March 11th, 2009 were accepted with a motion by Mr. Tollini, seconded by Mr. McKay, and passed unanimously.

Public Comments

There were no public comments.

Audit presentation

Joann Paris, of Bee, Bergvall, & Co., presented the Authority's 2008 audit. She stated that the audit has a clean opinion.

Bee, Bergvall was asked if the Authority could use the accrual method of accounting. Cindy Bergvall said the Authority may want to try it for a month and change to accrual if it is not too cumbersome.

Ms. Landis was asked to do a trial of the accrual method. The Board authorized Bee, Bergvall & Co. to assist Ms. Landis for a couple hours to run the Authority financials on the accrual method and determine if that method requires more man-hours.

Public Comments

There were no public comments.

Quakertown Airport FBO

Bob Fowler, of Fowler Aviation, reported fuel sales were slow, but he has several new students. He said he is getting equipment ready for the grass cutting season.

Engineering Report

Rick Holes, of L. Robert Kimball & Associates, reported there was an information session this afternoon to discuss the Quakertown runway project. Rick said he will be meeting with FAA and PennDOT to further discuss the project.

Rick said bids were received today for Quakertown hangar improvement project, with the apparent low bid from Axtell's, Inc. at \$14,700. for the door repairs and \$60,000. for the trench drains installation. Rick said Kimball's recommendation is to award the contract to Axtell's, Inc. Mr. Tollini made the motion to award the contract for the Quakertown hangar modification contract to Axtell's Inc. pending review by Kimball and concurrence by the Bureau of Aviation. Mr. Mininger seconded the motion and it passed unanimously.

Mr. Holes said the roof on the Vo. Tech. is done and Kimball has inspected it and they recommend that the contractor be paid.

Rick said a punch-list letter was received from Buckingham Township for Phase I and Phase II of the stormwater management project at Doylestown Airport and has forwarded the lists to the contractors.

Rick stated that Bill Patrick has been in contract with Schultz Demolition in regards to the Overholt II and Hughes buildings demolition project.

Mr. Holes said approximately 30-36 trees have been cleared at Van Sant Airport and PennDOT will be inspecting that when they are doing the final inspection for the runway regrading project.

Administrators' Reports

Financial:

Treasurer Beans recommended accepting the financial report as submitted and paying all bills presented including additional bills totaling \$27,000. He reported that bills paid in March from the operating account was \$31,851.55, while bills paid from the project account in March was \$3,989.40. Mr. McKay made the motion to accept the financial report and pay all bills presented. Mr. Mininger seconded the motion and it carried unanimously.

Administrator

Mrs. Raterman said plans for the Doylestown Airport open house are moving along smoothly. She also reported that Gwen Coverdale, of Cabin Communications, is arranging an airport visit in May for the Buckingham Moms group.

Mr. Tollini made the motion, seconded by Mr. Mininger, to offer tenants who choose to pay their

rent for the entire lease year a 3% discount. The motion passed unanimously.

Mr. Tollini made the motion to authorize the signature of the FAA Master Agreement. Mr. Mininger seconded the motion and it carried unanimously.

The Authority received tentative allocation of funds for the Quakertown hangar modification project and Mrs. Raterman said all the requested information should be submitted in the next couple weeks. Mr. Tollini made the motion, seconded by Mr. McKay, authorizing the acceptance of a grant for the Quakertown hangar modification grant and accepting the local share funding of the project. The motion passed unanimously.

Mr. Tollini made the motion authorizing accepting the grant, if offered from PennDOT, for the acquisition of the Hughes parcel and demolition of buildings on the Hughes and Overholt II parcels at Doylestown and further authorizing acceptance of the local share of the grant. Mr. Mininger seconded the motion and it carried unanimously.

Mr. Tollini made the motion, seconded by Mr. McKay, authorizing Kimball to prepare the bid documents for the Quakertown Airport runway project and the advertising of the bid, subject to the Quakertown Airport subcommittee. The motion carried unanimously.

Solicitor's Report

Solicitor Graham told the Board that in the suit of Holden v. BCAA that occurred at the Van Sant Airport the insurance company has assigned counsel. Mr. Tollini made the motion authorizing Solicitor Graham to defend the Authority if Bucks County or the insurance company does not provide counsel. Mr. Beans seconded the motion and it passed unanimously.

Solicitor Graham said an operator at Quakertown that is delinquent in his rent has set up an automatic monthly payment but is still in arrears for his past rent.

Qualifications were received from three appraisers for land acquisitions by fee simple or easement, and the review committee recommended keeping all firms for consideration for future projects.

Mr. Tollini made the motion to engage the services of Indian Valley Appraisers to perform the review appraisal of the Alburger easement. Mr. Mininger seconded the motion and it passed unanimously.

Mr. Mininger said there was some confusion as to the ownership of the access road property that leads to the ponds. Solicitor Graham said the controlling document is the deed. Mr. Tollini said

the adjacent property owners to the access should be informed that the access will be used by construction vehicles for the obstruction clearing project. Solicitor Graham was asked to write the neighbors the letter.

Chairman Black asked that the Board hold a brief executive session this evening to discuss the Buckingham Township litigation.

Doylestown Airport Subcommittee

Mr. Tollini said the Board received a request from Leading Edge Aviation to temporarily reduce the hours the administration building is open from dusk to 6:00 p.m. Mr. Beans said he would like to see aviation services available until at least 7:00 p.m. when the nice weather arrives in the summer. Mr. Tollini said he will talk to Rick Witt and explain that the Authority is willing for Leading Edge to be flexible with their hours, but would like to have the business open until 7:00 p.m. as daylight gets longer and the weather improves.

Quakertown Airport Subcommittee

Mr. Mininger said the vendors for the hardware for the automated fuel system are no longer supporting the old hardware and the new equipment will cost approximately \$7500.

Bob Fowler said he has been coordinating the use of airport with the upcoming car show event representatives.

Proposals for this grass cutting season were submitted and Mr. McKay made the motion to award the contract to JML Landscaping, the lowest bidder. Mr. Mininger seconded the motion and it carried unanimously.

Public Comments

There were no public comments.

The Board moved to executive session at 8:52 p.m.

The public meeting reconvened at 9:40 p.m.

Motion to adjourn at 9:41 p.m. was made by Mr. Tollini, seconded by Mr. Mininger, and passed unanimously.

Respectfully submitted,
Colleen B. Raterman
Administrator

