

MINUTES OF NOVEMBER 11TH, 2009

The November 11th meeting of the Bucks County Airport Authority was called to order at 7:33 P.M. by Chairman Allen Black at Doylestown Airport. Members attending were Beans, McKay, Mininger, and Tollini along with Solicitor Graham.

The meeting opened with the pledge of allegiance.

The minutes of October 14th, 2009 were accepted with a motion made by Mr. McKay, seconded by Mr. Mininger and passed unanimously.

Chairman's Report

Chairman Black said he has decided to step down as Authority Chairman at the end of this year, having held that office for 10 years. He said he looks forward to remaining on the Board and serving in a different position.

Public Comments

Don Doyle gave the Board members a hand-out of his proposals of a restaurant at either Doylestown or Quakertown Airports. He was told that the subcommittees could look at the proposals and make any recommendation to the Board.

Quakertown Pilot Association

Mr. Mininger said there will a Young Eagle's Day on Sunday, and the Scouts will be working on their merit badges.

Doylestown Pilot Association

Rick Hadden, of the association, reported that they will be helping with Santa's visit in December. He also said they are sponsoring a Wings program this Saturday.

Scott Isaacson, of the association, said they have plans to renovate the club room in the "C" hangar by cleaning it up and make it a non-smoking area.

Mr. Tollini said the space is actually an area that is leased to Leading Edge Aviation and they allowed

the pilot association to use it, so they may want to check with Leading Edge if they plan to do anything substantial.

Jim Sankey, also of the association, asked if DPA had any liability should there be any damage due to smoking in the area or the use of heaters.

Mr. Tollini made the motion, seconded by Mr. Beans, that smoking will not be permitted in any airport buildings. The motion carried unanimously.

Jim Sankey said he brought up the idea to the DPA board of having an AED installed in the Doylestown administration building, and has also gotten some monetary commitment to cover the cost and asked the Authority if they were interested in helping out.

Mr. Tollini made the motion authorizing \$500. towards the installation of an AED unit in the Doylestown administration building. Mr. McKay seconded the motion and it passed unanimously.

Engineer's Report

Rick Holes, of L. Robert Kimball & Associates, reported they have provided documentation to the Bureau for the Runway 29 Obstruction project at Quakertown Airport. Mr. Mininger made the motion approving the Kimball engineering agreement for the Runway 29 Obstruction project, subject to approval by the Bureau of Aviation. Mr. McKay seconded the motion and it carried unanimously.

Mr. Holes said the hangar trench drain and hangar door modifications at Quakertown are scheduled to begin on November 16th and be completed before Thanksgiving. Mr. Holes said all hangars will be secured at the end of each work day.

Rick reported a meeting was held this afternoon with the contractor's project manager to review the schedule for the Quakertown Runway project, with paving to start November 16th and work to extend into Thanksgiving week. Blooming Glen is being asked to submit their schedule for the remaining work.

Rick delivered payment request #3 for the runway project, having been approved by Kimball.

Mr. Holes submitted a drawing of the affected properties for which easements should be obtained for Quakertown runway 11 clearing. Kimball will provide the Authority with the engineering agreement once the scope of the project is determined.

Kimball sent Board members copies of the 12 year plan drafts for both Doylestown and Quakertown Airports. Rick asked that if there are any changes to contact him as soon as they can in order to put them into the JACIP.

Mr. Holes said Tru-line Construction will be addressing outstanding items in Phase I of the stormwater project at Doylestown Airport. The Authority stressed they would like to have this project closed.

Rick reported that Nimaris put some bleeder trenches in the Stormwater, Phase II area until the area dries up. Rick further reported that Kimball has taken soil samples of all the recharge beds, if it is found to be out of spec the contractor will replace the soil.

Kimball is planning to meet with the Bureau to discuss the Doylestown environmental assessment.

The Hughes/Overholt II demolition project is scheduled to be completed next week, Rick reported. Mr. Tollini said it was pointed out that the electric wires along the road should probably be marked. Mr. Holes said he will look into getting wire markers from PennDOT. The Authority said they plan to put post and rail fencing along the area.

Rick said Kimball will be doing the response letters for the 5010's, but are waiting for some information regarding Van Sant Airport.

Scott Isaacson said DPA did some runway light repairs, but that some of the lights need major repairs.

Mr. Tollini said that if the DPA has done as much as they can, a contractor can do the remaining repairs.

Rick Holes said he can ask the electrical contractor currently doing the electrical work at Quakertown to quote on doing the repairs at Doylestown.

Jim Sankey asked if the light repairs are a function of the airport manager. Mr. Tollini said Leading Edge Aviation is not obligated to do the repairs, but the Authority sometimes hires them to do such repairs.

Mr. Sankey asked what the scope of duties is the airport manager responsible for, and he was told they are included in Leading Edge's lease.

A tree contractor will be addressing the trees identified in the 5010 report for Doylestown. Mrs. Raterman and Solicitor Graham were asked to review easements on the Runway 5 end of the airport with special attention to the obstructions identified that are across Swamp Road.

Kimball will find out if there are any issues remaining in the East Ramp project.

Administrators' Reports

Financial:

Treasurer Beans recommended accepting the financial report as submitted and paying all bills presented including additional bills of \$257,073.45. He reported bills paid from the operating account in October was \$39,185.59, while bills paid from the project account in October was \$11,314.87.

Mr. Tollini made the motion, seconded by Mr. Mininger, to accept the financial report and to pay all bills presented.

Mrs. Landis said she will provide a draft of the 2010 budget to members next week.

Administrative:

Mrs. Raterman said she has sent out letters outlining the Authority's 2010 tree grant program. Mr. Tollini, Mr. McKay and Mrs. Raterman were asked to review the proposals and make a recommendation to the full Board.

Mrs. Raterman said Plumstead Township received one of the grants in 2009. They have asked if they could get an extension to use in 2010 when their veteran memorial project will be constructed and dedicated on Veteran's Day 2010. The Board agreed to give Plumstead Township a year's extension to their tree grant.

Bee, Bergvall & Company submitted a proposal to perform the Authority's 2009 audit at a cost of \$7800. Mr. Tollini made the motion to accept the proposal from Bee, Bergvall & Company to perform the 2009 audit for \$7800. Mr. McKay seconded the motion and it passed unanimously.

Solicitor's Report

Solicitor Graham reported that there is an account balance for a Doylestown tenant who have since vacated. Solicitor Graham was asked to write a letter to the tenant before starting any judgment action.

Solicitor Graham said he has not gotten any response to his letter to a delinquent hangar tenant at Doylestown so will start the judgment procedure.

Solicitor Graham said the public water issue at Doylestown is on the Buckingham Supervisor's meeting agenda for this evening.

Quakertown Airport Subcommittee

Mr. Mininger reported that the contractor will be starting the work soon on the Fulmer property.

Mr. Mininger said that since the threshold on Runway 29 has been moved, the RNAV approach may be lost. The new approaches may not be in place until late 2010, Mr. Mininger said.

Mr. Holes said Kimball is waiting for runway elevation coordinate information in order to do the pen and ink drawing necessary for the Sharpe acquisition project.

Doylestown Airport Subcommittee

Mr. Tollini reported that there is a draft agreement between the Authority and Bucks County Parks for certain responsibilities at Van Sant Airport.

The administrators were asked to inform the Bureau of Aviation of the change of operators at Van Sant

Airport.

Public Comments

There were no public comments.

New Business

Mr. Holes said there is a joint FAA/PennDOT workshop on December 8th in Harrisburg.

Motion to adjourn at 9:22 P.M. was made by Mr. Beans, seconded by Mr. Mininger, and passed unanimously.

Respectfully submitted,
Colleen B. Raterman
Administrator