

### **MINUTES OF DECEMBER 14<sup>TH</sup>, 2011**

The December 14<sup>th</sup>, 2011 meeting of the Bucks County Airport Authority was called to order at 7:30 P.M. by Chairman John Mininger at Doylestown Airport.

The meeting opened with the pledge of allegiance.

The minutes of November 9<sup>th</sup>, 2011 were accepted with a motion made by Mr. Tollini, seconded by Mr. Black, and passed unanimously.

#### **Chairman's Report**

Chairman Mininger extended thanks to Leading Edge Aviation and the Doylestown Pilot Association for the wonderful Santa event last weekend, with close to 400 family members participating.

Rick Witt, of Leading Edge, said this was the highest participation and everything went smoothly.

#### **Public Comments**

There were no public comments.

#### **Quakertown Airport FBO**

Mr. Tollini said the Bobcat needs new tires. Mr. McKay made the motion authorizing up to \$1100. for the purchase and installation of tires for the Bobcat. Mr. Black seconded the motion and it passed unanimously.

#### **Doylestown Airport FBO**

Rick Witt, of Leading Edge Aviation, said he and his staff enjoy being able to sponsor Santa's annual visit to Doylestown Airport.

Mrs. Raterman said hangar G2 has not been completely repaired yet. She informed the Authority that the damage to the fence nor the clearing of the tree was covered under their

insurance policy.

Quakertown Pilot Association

Chairman Mininger said six Quakertown pilots helped fly over 200 children in "Reading's Christmas in the Air".

Doylestown Pilot Association

Mike Junod, of the Doylestown Pilot Association, said they had a great time helping Leading Edge with Santa's visit.

Mike announced the 2012 officers of the association are: Mike Junod-President, Paul Stavrides-Vice President, Rick Hadden-Secretary, John Brett-Treasurer, and Mike Raines and Bill Dickenson as Board members.

Engineer's Report

Bill Patrick, of L. Robert Kimball, reported several of the RW 11 easements have been acquired and recorded by Solicitor Graham.

Solicitor Graham said he expects to have the appraisal soon of the Howie property in Quakertown.

Mr. Patrick said permits have been submitted for the Quakertown fuel farm project to DEP and the Conservation District and expects to receive the permit from the Bureau of Labor & Industry soon.

Bill said the engineering supplement and IFE for the fuel farm project can be forwarded to PennDOT for review. Kimball has submitted an environmental assessment for the Authority to review.

Mr. Black made the motion, seconded by Mr. Tollini, to approve the Kimball engineering supplement #1 for the Quakertown fuel farm project subject to pages B1-B3 being included and review by Solicitor Graham and the Quakertown subcommittee. The motion passed unanimously.

Mr. Patrick said Phase I and Phase II of the stormwater project at Doylestown Airport cannot be closed out until the paved tie-downs and by-pass taxiway phase is completed.

Bill said the final pay application to the Doylestown Airport paving contractor is being withheld until the DBE issue is resolved.

Solicitor Graham said letters for easement acquisition will be going out to six property owners on the RW 5 end at Doylestown.

The Authority will be discussing the payment of a Gilmore & Associates bill with Rick Holes of L. Robert Kimball.

#### Administrators' Reports

##### Financial:

Ms. Landis reported that bills paid from the operating account in November were \$45,657.44, while bills paid from the project account in November were \$28,812.54. She also reported additional bills to be considered for payment total \$2400.32

Mr. McKay made the motion to accept the financial report and pay all bills presented. Mr. Black seconded the motion and it carried unanimously.

Ms. Landis said she is in the process of changing over to Quickbooks. Bee, Bergvall & Co. is coming in on Friday to assist in the setting up.

The Board said they would like to get an opinion from DVRPC whether to pay off the Vo. Tech. loan with the prepayment penalty or invest the money and pay off the loan on the schedule.

The 2012 budget was presented to the Board. The administrators reported the CPI increase was 3%. After discussion, Mr. McKay made the motion to adopt the 2012 budget with a 2.5% increase in rents. Mr. Tollini seconded the motion and it passed unanimously.

##### Administrative:

Mrs. Raterman reported that tree grant application for 2012 are coming and are due December 30<sup>th</sup>. Mr. McKay, Mr. Tollini and Mrs. Raterman were asked to review the application and make recommendations to the Board.

Mike Junod said the Doylestown Historical Society is pleased to have the annual airport open house as part of their upcoming celebration.

Mrs. Raterman presented a draft 2012 meeting schedule. Mr. Black made the motion to adopt

the 2012 meeting schedule with the addition of a public work session on January 7<sup>th</sup> at 9:00 A.M. at Doylestown Airport. Mr. Tollini seconded the motion and it passed unanimously.

Mr. Tollini made the motion, seconded by Mr. Black, to request an extension to Phase I of the stormwater project land development at Doylestown Airport. The motion carried unanimously.

#### Solicitor's Report

Solicitor Graham is discussing the bills from Doylestown Township Water Authority for the recent public water hook-ups to Authority parcels along Old Easton Road.

Solicitor Graham said he may file for a deposition for a delinquent Quakertown Airport operator.

Solicitor Graham reported that the Navion was removed from the ASF tie down at Quakertown Airport.

#### Doylestown Airport Subcommittee

There continues to be intermittent problems with the runway lights and the electrician is continuing to trouble-shoot them.

The spare plow from Doylestown will be taken up to Quakertown for the newly acquired dump truck, Chairman Mininger reported.

#### Quakertown Airport Subcommittee

Mr. McKay said the footers are being replaced on the hangar near the former Vo. Tech. school building.

Chairman Mininger said the tree stumps in the RW 29 end still present a problem with mowing and acquiring tracks for the Bobcat may allow for accessing the area and getting a stump grinding attachment.

Chairman Mininger said he will discuss the condition of the NDB site with the technician.

#### Public Comments

There were no public comments.

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Motion to adjourn at 9:14 P.M. was made by Mr. Tollini, seconded by Mr. Black, and passed unanimously.

Respectfully submitted,  
Colleen B. Raterman  
Administrator