

## **MINUTES OF OCTOBER 12<sup>TH</sup>, 2011**

The October 12<sup>th</sup>, 2011 meeting of the Bucks County Airport Authority was called to order at 7:36 P.M. by Chairman John Mininger at the Quakertown Airport. Members attending were McKay and Tollini, along with Solicitor Graham.

The meeting opened with the pledge of allegiance.

The minutes of September 7<sup>th</sup>, 2011 were accepted with a motion made by Mr. McKay, seconded by Mr. Tollini, and passed unanimously.

### **Chairman's Report**

Chairman Mininger reported that the Bureau of Aviation planning meetings are October 18<sup>th</sup> in Reading.

Chairman Mininger reminded the fixed based operators that snow season is approaching, so asked them to make sure all the equipment is ready to go.

### **Public Comments**

There were no public comments.

### **Doylestown Airport FBO**

Ryan Witt, of Leading Edge Aviation, asked the Board for authorization for the purchase of a new V plow and attachment. Mr. Tollini made the motion authorizing up to \$5000. for the purchase of a new V plow and attachment. Mr. McKay seconded the motion and it carried unanimously.

Ryan said the men's bathroom repairs should be completed tomorrow.

Paul Stavrides made a proposal to the Board for securing the wireless internet system with the addition of a firewall and adding a new computer to back up the Authority's email system.

Ryan Witt said Leading Edge Aviation would contribute to the cost of the firewall since it secures their business also. Mr. Tollini made the motion authorizing up to \$1000. for his proposal. Mr. McKay seconded the motion and it passed unanimously.

#### Doylestown Pilot Association

Paul Stavrides, of the association, reported that the Scout Merit Badge Day was a successful event and they want to hold such an event again next year.

Paul also reported that Congressman Mike Fitzpatrick will be at Doylestown Airport on October 16<sup>th</sup> to discuss aviation-related matters with the pilot community.

#### Quakertown Pilot Association

Chairman Mininger reported there will be a Young Eagle's Day this Saturday at Quakertown Airport, with 20-30 children signed up to participate.

#### Engineer's Report

Bill Patrick, of L. Robert Kimball, reported that the review appraisals for the Quakertown RW 11 easements have started.

Solicitor Graham said he has made an offer to the Fulmer's for an easement on their property. He expects the remainder of the reviews to be completed later this week.

Solicitor Graham pointed out that the Howie property, which consists of two parcels, on the RW 29 end of Quakertown Airport is on the market for sale. Solicitor Graham stated that the next step for the Authority would be to have the property surveyed and an appraisal performed. He was asked by the Board to arrange for both the survey and appraisal with the property owners.

Mr. Patrick said Gilmore is doing additional infiltration borings for the fuel farm project at Quakertown.

Bill said Kimball received escrow release letters from Buckingham Twp. for the stormwater projects at Doylestown Airport, but final approval will not be considered for Phase I and Phase II until Phase III is completed, he said.

Mr. Patrick said he provided close-out documentation this week on the Doylestown pavement rehabilitation project to the Bureau of Aviation.

Bill said the clearing on the former High property at the Doylestown RW 5 end has been completed. He said Kimball is working with Gilmore on the surveying for the proposed easements on the other side of Rt. 313.

#### Administrators' Reports

##### Financial:

Ms. Landis reported that bills paid from the operating account in September was \$38,368.54, while bills paid from the project account in September was \$9108.72. She also presented additional bills totaling \$1445.05.

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

A delinquent tie-down tenant at Quakertown said he would be sending in a payment, Mrs. Raterman reported.

Solicitor Graham was authorized to contact the tenants of a storage unit at Quakertown who are delinquent on their account. He was also asked to start any judicial procedure necessary.

##### Administrative:

Ms. Landis said she has been investigating other property management programs that input into Quickbooks.

#### Solicitor's Report

Solicitor Graham said that the new owner of the High property in Doylestown asked if the lot line could be straightened out because there is a dog-leg line now. The Board said this will have to be discussed with FAA and the Bureau of Aviation.

Solicitor Graham reported that the Sheriff sale at Quakertown Airport is continued with no date set yet. He said he has also worked out an agreement with the owner of the aircraft in Schiller's hangar for past storage costs of the aircraft. Mr. McKay made the motion, seconded by Mr. Tollini, authorizing Solicitor Graham to make a settlement and accept payment for the aircraft stored in the Schiller hangar at Quakertown Airport. The motion passed unanimously.

Solicitor Graham reported that the Holden injury case may be dismissed.

Solicitor Graham said Mr. Walker asked if he could trim the trees in the Authority's easement

on his property which is on the Doylestown RW5 end and the Board agreed to let Mr. Walker cut the trees for a cost up to \$200.

Solicitor Graham reported that he sent a letter to the owner of the aircraft abandoned on an ASF tie-down at Quakertown Airport.

Quakertown Airport Subcommittee

Mr. Tollini said he will arrange for the transport of the dump truck purchased through federal surplus that is presently at the former Willow Grove Airbase.

Mr. McKay said there is an old electric panel behind the CAP hangar that can be taken down. He said there is also a pole that can be removed.

Chairman Mininger said Air Methods would like an addendum to their current lease for additional space in their building when it becomes available and the administrators were asked to draft such an addendum.

Mr. Tollini made the motion authorizing Randy Johnson to do the field mowing on the RW 29 end at Quakertown. Mr. McKay seconded the motion and it passed unanimously.

Chairman Mininger said he will be placing an ad for storage unit rentals at Quakertown.

Mr. McKay made the motion authorizing up to \$750. for the taxiway turn-off lights at Quakertown. Mr. Tollini seconded the motion and it carried unanimously.

Doylestown Airport Subcommittee

Mr. Tollini made the motion authorizing up to \$1400. for the plumbing repairs in the bathroom. Mr. McKay seconded the motion and it passed unanimously.

Public Comments

There were no public comments.

Motion to adjourn at 9:30 P.M. was made by Mr. Tollini, seconded by Mr. McKay, and passed unanimously.

Respectfully submitted,  
Colleen B. Raterman, Administrator

