

### **MINUTES OF APRIL 13<sup>TH</sup>, 2011**

The April 13<sup>th</sup>, 2011 meeting of the Bucks County Airport Authority was called to order at 7:30 P.M. at the Quakertown Airport by Chairman Mininger. Members attending were Beans, Black, McKay, and Tollini, along with Solicitor Graham.

The meeting opened with the pledge of allegiance.

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

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

Chairman Mininger reported that the Notice of Interest for the Willow Grove Naval Air Station was submitted on March 21<sup>st</sup>.

#### **Public Comments**

There were no public comments.

#### **Doylestown Airport FBO**

Ryan Witt, of Leading Edge Aviation, reported an aircraft damaged the fence on RW 5 end. The pilot or his insurance is expected to cover the cost of repair.

#### **Doylestown Pilot Association**

Mike Junod, of the association, announced that the next event will be a fly-in breakfast and an FAA safety seminar on Saturday, April 30<sup>th</sup>.

Mike said plans for the May open house at Doylestown Airport are progressing, and it looks like there will be a lot of interesting displays.

#### **Quakertown Pilot Association**

Chairman Mininger said there are 30-40 kids signed up for the Young Eagle's flight this Saturday at Quakertown Airport.

#### Engineer's Report

Bill Patrick, of L. Robert Kimball, inquired as to the status of the Quakertown RW 11 easement project. Solicitor Graham said letters went out to seven of the property owners.

Mr. Black made the motion approving the proposal from Frederick Group to perform the RW 11 easement appraisals at the cost of \$1400. per appraisal, and authorize the execution of the Frederick Group proposal. Mr. Beans seconded the motion and it carried unanimously.

Mr. Tollini made the motion to accept the Kimball engineering agreement for the Quakertown fuel facility project. Mr. Black seconded the motion and it passed unanimously.

Mr. Patrick submitted documents needed for the former Vo. Tech. school acquisition project and will work with the administrators on any further items necessary.

Bill went through the list of items that have to be completed in the closing out of the Phase I and Phase II storm water projects at Doylestown Airport. Kimball was asked to provide a description of the necessary easement to Solicitor Graham.

#### Audit Presentation

Joann Paris, of Bee, Bergvall & Company, presented highlights of the 2010 audit to the Board members. Copies of the full audit report were distributed to the Board members.

#### Engineering (continued)

Mr. Patrick said the citizens concerns about the storm water projects at Doylestown are being looked into.

Bill said the warmer the temperature, the less down time for the rejuvenator on the East Ramp. The Board asked Kimball to work with the contractor to pick the best time to do it.

Mr. Patrick said Kimball will be submitting a revised engineering agreement for the Doylestown RW 5/23 obstruction clearing project.

Bill said Rob Betz, of the Bureau of Aviation, asked that the Board contact him to discuss surveying costs at Van Sant Airport.

Administrators' Reports

Financial:

Treasurer Beans reported bills paid from the operating account in March was \$38,779.69, while bills paid from the project account in March was \$1,428.90. He also reported that additional bills presented this meeting is \$308.64. He recommended accepting the financial report and paying all bills presented.

Mr. Black made the motion, seconded by Mr. McKay, to accept the financial report and pay all bills presented. The motion passed unanimously.

Administrative:

Mrs. Raterman said the plans for the May 21<sup>st</sup> open house are moving ahead and larger attendance is expected due to the publicizing of the event.

Mr. Black made the motion offering a 2% discount for tenants choosing to pay their rent on the annual basis of May 2011 through April 2012. Mr. Tollini seconded the motion and it carried unanimously.

Solicitor's Report

Solicitor Graham reported that the papers have been filed in the suit against a Quakertown Airport operator.

A notice of claim with orphan's court was filed for a former Doylestown tenant, Solicitor Graham stated.

Solicitor Graham reported that the Bucks Co. Commissioners passed an ordinance supporting the amendment to extend the Airport Authority's articles of incorporation. He advertised the amendment and submitted it to the Secretary of State.

Quakertown Airport Subcommittee

Mr. McKay said the hangar near the Verizon building had some major heaving issues this winter, and asked Kimball to also look at extending the pipe into the swale area.

Mr. McKay made the motion, seconded by Mr. Tollini, authorizing up to \$3200. to Jim Rymdeko for the installation of new concrete footers for the hangar #101 & #102 building. The motion passed unanimously.

Chairman Mininger asked the administrators to have Jim Rymdeko repair the windows in the Quonset building.

Mrs. Raterman pointed out that the recent review of property insurance coverage showed that the Quonset building is not included in current coverage, and the broker said it may cost approximately \$250. to add it. Mr. McKay made the motion to ask the insurance broker to add the Quonset building to the property insurance for a cost up to \$250. Mr. Tollini seconded the motion and it carried unanimously.

Mrs. Raterman was asked to contact maintenance for the airport security camera system because it is again making a loud noise.

Mr. McKay would like the airport manager to take an inventory of runway light parts that are in the Quonset building.

#### Doylestown Airport Subcommittee

Mr. Beans said he would like to get quotes for painting the "I" hangar building.

Ryan Witt said the plow blade for the dumptruck needs to be replaced and he is working with Lancaster Truck Body to get a quote.

Mr. Tollini asked Ryan to remind the line crew not to drive on the grassy areas, which are still very soft.

#### Public Comments

There were no public comments.

#### Administrative (continued)

Mrs. Raterman said the insurance broker wanted to advise the Authority that their policies do not cover any jumper activity at the airports.

Notices to request an extension to the land developments for the East Ramp project and Phase II storm water project were received from Buckingham Township.

Bill Patrick said Kimball and Gilmore are working to get the "as built" for the East Ramp project. Mr. Black asked Kimball to focus on finishing the East Ramp project prior to June 30<sup>th</sup>, 2011, so that the agreement does not need to be renewed for another year.

Mr. Tollini made the motion, seconded by Mr. Black, to request an extension to the land development for Phase II storm water project at Doylestown Airport. The motion passed unanimously.

The Board received notification from Buckingham Township that the Supervisors approved the release of partial escrow from both Phase I and Phase II of the storm water projects at Doylestown Airport. Solicitor Graham and Mrs. Raterman were asked to provide this certification to the provider of the bonds.

Motion to adjourn at 9:00 P.M. was made by Mr. Tollini, seconded by Mr. Beans, and passed unanimously.

Respectfully submitted,  
Colleen B. Raterman  
Administrator