MINUTES
AIRPORT ADVISORY BOARD
MARCH 16, 2022
REGULARLY SCHEDULED MEETING
2202 NORTH AIRPORT DR
SHAWNEE, OK

AIRPORT ADVISORY BOARD MEMBERS PRESENT

Mr. John Klaser, Chairman, Mr. Barry Fogerty, Vice Chairman, Mr. Harmik Der Sahakian, Mr. Randy Rogers

OTHERS PRESENT

Mr. Matthew Lovelace, Shawnee Regional Airport Staff
Mr. Rob Morris, Citizen of Shawnee
Ms. Bonnie Wilson, Shawnee Regional Airport Staff

I. DECLARATION OF A QUORUM

Four members of the Advisory Committee were noted as Present, the Chairman Declared a Quorum.

II. CONSIDERATION AND APPROVAL OF MINUTES FROM FEBRUARY 16, 2021, REGULAR MEETING

A copy of the Minutes was included in the meeting agenda package.

The Chairman called for a Motion to Approve the Minutes as presented.

Mr. Der Sahakian made the Motion, Mr. Fogerty provided as Second.

The Chairman called the Question, and the Members of the Advisory Board present unanimously approved the Motion.

III. CITIZEN COMMENTS

No citizens present requested the opportunity to provide comments.

IV. DISCUSSION AND CONSIDERATION OF RECOMMENDATION TO SURPLUS INOPERABLE EQUIPMENT AND RECOMMENDATION TO ENTER INTO LEASE TO OWN AGREEMENTS

Staff introduced a memo outlining the current condition, and cost to repair two mobile refueling trucks owned by the Airport Authority, and requested the Airport Advisory Board recommend: (i) the equipment be declared surplus by the Shawnee Airport Authority; and (ii) that staff be authorized to offer the equipment for sale via internet auction.

The memo also provided a recommendation to enter into a lease-to-own agreement with Ascent World Fuels to procure replacement vehicles.

Mr. Rogers made a motion to accept the recommendation of staff; Mr. Der Sahakian provided a second to the motion.

The Chairman called the Question, and the Members of the Advisory Board present unanimously approved the Motion.

V. STAFF REPORT

Staff provided information on - current wholesale and retail fuel prices, fuel sales, and current budget summary report.

There was a general discussion regarding the revised fuel sales charts and a request that the summary charts depicting gallons sold and sales of each type of fuel be expanded to include the immediate prior fiscal year's data. Additional comments were offered requesting notations regarding any significant increases or decrease in sales.

VI. NEW BUSINESS

No New Business was presented.

VII. BOARD COMMENTS

Mr. Rogers inquired about the availability of running water at or near the t-hangars and was advised that the spigot at Hangar #15 is included in that tenants leased area and the responsibility for water and sewer charges rest with that tenant.

Mr. Der Sahakian asked about the possibility of tenants utilizing the designated area within hangar #14 to "wet wash" aircraft and was advised that prior coordination with staff is all that is required to make this area available. Mr. Der Sahakian also noted that provision of a wash rack should be considered as part of the airport's capital improvement plan.

The Chairman requested staff to investigate the procedures required to reschedule the June 2022 meeting to a date earlier in the month, specifically 8 June 2022.

VIII. ADJOURNMENT

The Chairman called for a Motion to Adjourn the meeting.

Mr. Fogerty made a Motion to Adjourn; Mr. Der Sahakian provided a Second to the Motion.

The Chairman called the Question, and the Members of the Advisory Board present unanimously approved the Motion. The meeting was adjourned.

JOHN KLASER, CHAIRMAN

4/20/2022
DATE

ATTEST:

BONNIE A. WILSON

4/20/2022
DATE