

**Village of Hamilton
Airport/Airpark Commission
Regular Meeting of April 11, 2019
4:00pm., Village Office**

APPROVED MINUTES

Present: Chairman Harvey Kliman; Commissioners: Ray Douglas and Jeff Rubenstein; Administrative Assistant Nancy Mitchell; Treasurer MaryAnn Henderson; Trustee Jen Servedio; Mayor Loveless; Administrator/Attorney Stokes

Absent: Commissioner Loranty & Rowlett; Treasurer Henderson

Public Present: None

Chairman Kliman called the meeting to order at 4:06pm.

Chairman Kliman introduced the Upstate Institute Fellow, Sahil Lalwani, who will be working on the economic impact study of the Airport to the Village.

Approval of Agenda: Approved as presented

Approval of February 14, Regular Meeting Minutes: Changes requested: None
A **motion** was made by Commissioner Douglas to approve the February 14, 2019, minutes as presented. The **motion** was seconded by Commissioner Rubenstein and unanimously carried.

Public Comment: None

FINANCIALS

Financial Report: All other reports are in the drop box. Revenue is at 68%, expenses at 91%.

Claims: Questions:

A **motion** was made by Chairman Kliman to recommend to the Board of Trustees to pay the Airport claims. The **motion** was seconded by Commissioner Rubenstein and unanimously carried.

NEW BUSINESS

- 1. Operator Contract:** Administrator/Attorney Stokes reported Rick Bargabos came to him and Administrative Assistant Mitchell stating his difficulty with cash flow not covering his expenses at the Airport. Currently he gets paid \$2000.00 per month, fifteen cents per gallon of fuel pumped and \$75.00 per call out & landing fee. The new proposal is \$7,000.00 per month/\$84,000.00 per year with no payment for fuel pumped or landing. Commissioner Douglas stated he would like to know what other FBO's are making at comparable airports.
- 2. Hangar Rent Increase/Fuel Rebate:** Administrative Assistant Mitchell suggested to not increase the fuel rebate when the rent is increased in June. The Commission wants the

increase of \$15.00 on both the rent and the fuel rebate.

3. **Credit Card Fees:** Tabled.
4. **Fee Assignments:** See Operator Contract.
5. **Terminal Hangar/Terminal Building/Apron Expansion:** Administrator/Attorney Stokes distributed two diagrams of the proposed terminal project. The Commissioners were asked to review the diagrams and email Administrative Assistant Mitchell any suggestions or comments.
6. **Fuel Farm Inspection:** All items that were written up have been addressed.
7. **AWOS-FAA Inspection:** The blower fan has been repaired.
8. **PAPI's Angle Adjustment FAA:** There is an obstruction preventing the papi's from being adjusted per the FAA request.

OLD BUSINESS

1. **Cessna Club Fly In:** Phillips Fuel has given Administrative Assistant Mitchell free items to give away to the Cessna Club at their event at the Airport in June.
2. **Land Release Update:** Moving forward with the environmental survey and metes and bounds.
3. **Grant Release Update:** Administrative Assistant Mitchell is working on quotes for gate access, additional signage and AIP snow removal.
4. **Camera:** The camera that pointed at the fuel farm has been repaired.

Next Meeting will be **May 9, 2019 at 4:00pm**, at the Village Office.

Adjournment: There being no other business to come before the Commission, Commissioner Douglas made a **motion** to adjourn, seconded by Commissioner Rubenstein. The meeting adjourned at 5:19pm.

Respectfully submitted,
Kim Taranto