



Bentonville Municipal Airport
Advisory Board Meeting
Thursday, November 4, 2021 @ 3:00 pm
(IN PERSON & VIA ZOOM WEBINAR)

MINUTES

Dr. Richard Ham was on a plane traveling and not able to chair the meeting today. He asked Vice-Chairman, Mike Frost to lead the meeting. Mike Frost was not in person, but only by Zoom, so he asked Lisa Kelley to lead the meeting.

Call to Order, Welcome & Pledge of Allegiance – Lisa Kelley
Lisa Kelley called the meeting to order with the Pledge of Allegiance.

Those present in person or by Zoom were Debbie Griffin, Airport Manager, Mike Frost, Lisa Kelley, Mark Slaughter, Dennis Cherry, Chris Sooter, Ex Officio, Bev Shepherd, Administrative Assistant, Bonnie Bridges, Legal Staff, Cindy Acree – Council Woman, Robin Fields, Adam White, Chris Maestri, and Will Gunselman. Richard Ham appeared later by Zoom.

Old Business:

1. Approval of Minutes from October 7, 2021

Mark Slaughter made a motion to approve the minutes. Dennis Cherry gave a second. No discussion. Motion approved.

2. Robin Fields and “Maverick”

A. Updates on Geese Control and Progress of Maverick

Robin Fields and Maverick appeared before the Board. He said the airport has been very busy with construction, but that it was all going well. Robin said they chased off 10 geese yesterday, and had not seen more than that in a grouping. He said that there were many birds flying low, but they are not stopping. There was mention of a newspaper article recently featuring Robin and Maverick, which was very good. The Board gave their appreciation for him.

3. Updates and Discussions –

A. Hangar Access for Public Use – *Sub-Committee Members*

Lisa Kelley proposed December 14, 15, or 16 at 2:00 pm as dates to choose from on which she would like sub-committee members to convene. The day of December 15, 2021, at 2:00 pm was chosen. The meeting will be by Zoom Webinar and in person if the Council Chambers are available. The Administrative Assistant will let them know when she finds out.

B. Dirt Removal – *Debbie Griffin*

Debbie Griffin reported that she has been working on getting the dirt moved from the airport since July when she started as Airport Manager. She has been working with the Parks Department and is happy to report that the dirt from “I” Street will be moving to Phillips Park and used for the renovation and remodel of that park. Not only will it help the airport, it will save the City several hundreds of thousands of dollars for dirt purchasing for the renovation. It has been geo-tested and the Parks Department thinks they will be able to use the entire amount of dirt from the airport. She is working on the timing of getting it moved. Parks promised Ms. Griffin that we could go ahead and carve out the part where those first six hangars would be and dump it on the other mound of dirt until they can get it all moved. She has asked that they move the first part as quickly as possible. Parks is working on getting a contractor to get it all moved, so we might have to wait a bit.

Ms. Griffin also announced at this time that Bonnie Bridges has joined the staff and sitting in on our meetings as legal counsel. We will still use Kaplan, Kirsch & Rockwell when needed, and Camille Thompson is still on staff, as well. She and Ms. Bridges will be splitting duties.

C. Self-Fueling Station – *Will Gunselman*

Will said that not much has changed except talking about adding a jet self-serve as well to help with accommodating the Medi-Vac traffic at night.

Mark Slaughter mentioned that the Electric Charging Station looked like it was up and running. Debbie Griffin mentioned that the Station was in the process of being ready to go, but heavy rain damaged some of the electrical power boxes. They are now waiting on replacement parts. When received, it will take about two days to swap them out. Ms. Griffin said she hopes it will be up and running by the end of the week. She said that the Democrat-Gazette would do an article on this once it is ready.

4. Military Aircraft Loan Update – *Mark Slaughter*

Mark Slaughter appeared and said that Debbie Griffin said that she has not heard anything from her email to the people. Mark said he called down to the people he had spoken to before and they have changed their procedures because of the Covid-19 situation. They no longer send out loan packets. Mark has found out that the procedure is very difficult and he will be dealing with this for some time to come.

5. Chad Cox Discussion Items:

A. Flag Mural

Mr. Gunselman did not have any information on this. However, Mr. Cherry talked to Dave Burris about the possibility of a request of some kind of American Flag design on the existing hangar in question. Mr. Burris said everyone loves the American flag, and nobody has a problem with displaying an American flag. However, if it gets to be a “mural” then it becomes siding rather than a design. Whatever is proposed, Mr. Burris said his recommendation would be based on the size, the prominence and the location of the flag. He would definitely recommend against an American flag the size of the hangar door. It was confirmed that we do not have a recommendation before the Board on this item at this time. Illumination of the flag was also mentioned, and that there probably needs to be discussions about this as well.

B. Adding “navy blue” to the approved Color List (*Tabled from October Meeting*)

Mr. Gunselman did not have any information on this item. However, Dennis Cherry said he had an update on this matter. He said that Dr. Ham had asked him to take the lead on this. He said last month Chad Cox agreed to take the color template over to Dave Burris and he did. Mr. Burris looked at it and gave his recommendation. First, the word Light Dark should be Light Grey. It was asked if the color pallet was ever approved? Ms. Griffin said that it had, and that she would remove the “Draft” mark off pending the Board’s vote. She said that Jon Stanley said he would add it to the Design Standards. Mr. Cherry went on to explain that Dave Burris looked at the blue color and compared it to the color pallet and said that it was a muted color, it is not bright, it is not bold, does not stand out, and is not flashy. In his opinion, it meets the goal that the Board set when they put the color pallet together, meaning that we do not want something to stick out like sore thumb at the airport. His recommendation was to give a one-time approval to this particular color for this particular hangar. Mr. Cherry asked him what he thought about adding this to the color pallet and his recommendation is that we not to do that. It is Mr. Burris’ recommendation that we stick with the color pallet we have and that we use our ability to approve one off exceptions, as in cases like this, as we want to be able to keep control. Because this is a little different from what we had approved, we do not want to put ourselves in a position where all new hangars would be coming up this color.

Dennis Cherry made a motion that the Board approve as an exception to the current color pallet the muted navy blue color requested by Chad Cox for the repainting of the existing hangar. Mark Slaughter seconded the motion. There was some discussion. Motion approved.

C. Airport Updates from the Field

Will Gunselman reported that fuel for October this year is at 20,781 gallons. Last year, it was at 24,706 gallons. The jet traffic has about stopped because of the runway displacement, but they are still doing okay. The flight school flew 600 hours versus the 450 in 2020. Everything is good with the constructions crews working out here.

New Business:

1. Engineering and Construction, *Chris Maestri - Garver Engineers*
 - A. Update on Current Projects

Chris Maestri appeared before the Board and gave the latest updates on the current airport projects.

East Taxiway Extension - Right now they are looking at the first of December as the project completion date. Mr. Maestri said they have prepped the two connector taxiways for paving that they hope to do in about a week. Then they will work on the parallel portion. Getting these two connectors completed will allow them to move their displaced thresholds further and give additional length of runway back to the airport.

Pedestrian Tunnel Project – This project schedule has pushed slightly as the contractor and private funding agency is going through contract negotiations. They are looking at a construction start in the beginning or middle of January 2022. That just makes a little larger gap between the two threshold displacements.

Game Composites Expansion – This project is on the same schedule as previously discussed. Completion is set for January or February of 2022. They have most of the southern parking lot ready for paving.

East Hangar Project - Chris showed the Board a picture of the structure going up so they could see just how large structure is going to be. This project is on a similar schedule as the Game Composites Expansion...sometime early 2022.

Runway 36 Extension – They started late September and should complete in December of this year. He showed a picture of this project as well. They have installed all the base work for the south 300' and started excavation of the north 300' to remove any bad dirt and replace it with good dirt for the new pavement section. They are anticipating no delays and completion by the end of December.

Runway Widening – This project is currently in design. They completed the geo-tech investigation and waiting on the results. They are still on schedule to bid this project towards the end of April 2022, bid award this summer and construction to start next fall.

Debbie Griffin mentioned that Garver continues to win awards for their work in aeronautical. Adam White and Chris Maestri were just featured in another article and Adam was recognized in the 40 Under 40. She said the City appreciates the work Garver continues to do.

2. City of Bentonville Updates – *Debbie Griffin - Director of Administration*

Ms. Griffin began by mentioned that she is still lobbying for funds because we need to turn our focus toward funding for infrastructure of the land that we are moving the dirt from. She said we have two of the City Council members with us today, Cindy Acree and Chris Sooter. They had their second public hearing recently, were able to present more on the Airport, and will be going back to City Council soon. She asked the Board to call their city council representative and request that the Airport be considered for more funding for infrastructure. She is also watching the federal funding on aeronautical, as well.

A. Update on Lease Agreement Process – *Sarah Wilbanks, Kaplan Kirsch & Rockwell*

This lease agreement was approved by City Council at the last meeting. She provided a flowchart as to how the process will work. The Interim Policy and the Statement of Interest was put on the Airport website page. Cindy Acree spoke up and said that when this agreement came before the City Council, they had many questions and felt there were gaps that need filling. Ms. Griffin explained that this is an Interim Policy that is needed now to get infrastructure built. Other changes can take place as time goes on. She mentioned that we had fourteen meetings on this issue, so the Interim Policy is a good start. If someone is interested in the property available at the Airport, they need to go to these forms, fill them out and follow the process. They will be dated and time-stamped when they are submitted. The property is open to more than just the two parties that were interested in the past. Bonnie Bridges also mentioned that our expert counsel either had or was going to reach out to those two parties about the new interim policy. Ms. Bridges said she, Ms. Griffin, and the expert counsel had spoken earlier about intentions of the City and the processes to move forward in the future.

B. Survey Responses Re: Hangars

Ms. Griffin said that Chad Cox was going to send the survey out. She said she had sent a link back to the Airport Board and had checked before the meeting and no one had filled out the survey. Some of the Board still have not received it, but it is live and online. She will check with Chad Cox again on this.

C. Airport Engineer Contract

Ms. Griffin stated in a previous meeting that the City Council approved the Airport Engineer Contract. Garver will continue as the City's professional engineers for the next three (3) years.

D. Update on Through the Fence Agreement

We do have a draft Through the Fence Agreement before us that Legal is reviewing. She hopes to have this resolved by the end of November, or to bring back to the Board at the first meeting in December and then it would go to City Council on December 14, 2020. This is the Through the Fence Agreement with Game Composites.

E. Update on Charging Station

This was discussed earlier in these minutes.

Other Business:

1. Schedule AAB Meeting for November 2021

Proposed Meeting Day: Thursday, December 2, 2021 @ 3:00 pm

Lisa Kelley polled the Board about whether the 3:00 pm time was okay for everyone. All present were in agreement with 3:00 pm meeting time.

Dr. Ham appeared online by Zoom at this time and expressed appreciation for all the hard work the Board has been doing.

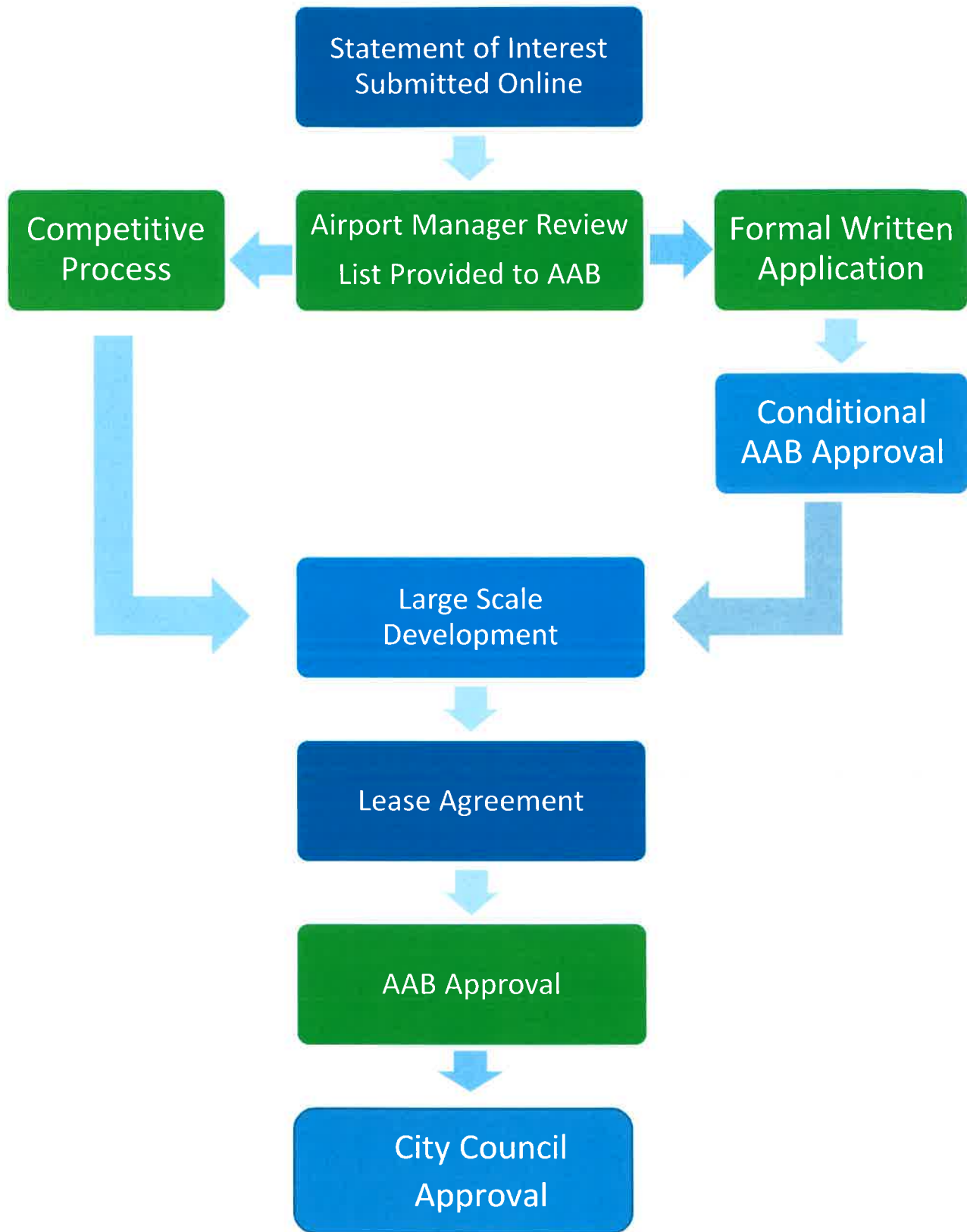
Mark Slaughter made mention that the January 6, 2022 meeting comes up quickly after the holidays. He said that he would be traveling. The Administrative Assistant will find out if the Planning Commission Chambers is available for the second Thursday of January, and she would let them know.

2. Motion to Adjourn

Mike Frost made a motion to adjourn the meeting. Richard Ham gave a second. Motion carried.

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KVBT Interim Airport Lease Agreement Flowchart October 2021



AIRPORT ADVISORY BOARD ATTENDANCE LIST

DATE: 11-04-21

NAME	AFFILITATION	PRESENT	ABSENT
Beverly Shepherd	Administrative Assistant - AAB	✓	
Chris Sooter	Ex Officio Board Member	✓	
Dan Weese	Bentonville City Engineer		✓
Debbie Griffin	Director of Administration - Airport	✓	
Dennis Birge	Bentonville Transportation Director		✓
Dennis Cherry	Board Member - AAB	✓	
Lisa Kelley	Board Member - AAB	✓	
Mark Slaughter	Board Member - AAB	✓	
Mike Frost	Vice-Chairman - AAB	✓	
Richard Ham	Chairman - AAB	✓	
ADDITIONAL ATTENDEES:			
Adam White	Garver		✓
Chad Cox	Bentonville Airport Manager		✓
Chris Maestri	Garver	✓	
Mayor Stephanie Orman	City of Bentonville		✓
Mayor's Assistant	City of Bentonville		✓
Mike Jones	Democrat-Gazette		✓
Robin Fields & Maverick	Goose Dog Handler	✓	
Sarah Wilbanks	Kaplan Kirsch		✓
Will Gunselman	Summit Aviation	✓	