

MINUTES OF MEETING

Airport Advisory Board

For the City of Perryville, MO

Date: February 13, 2023

Time: 3:00 pm

Location: Conference Room 2nd Flr. , FBO Building, Perryville Regional Airport

Attendees:

Rick Schemel - Secretary

Larry Dauer – Board Member

Greg Gremminger – Board Member

Barbara Maxwell – Airport Manager

Crystal Jones – Economic Development

Jeff Layton – Public Works Director

Larry Riney – City of Perryville Mayor

Jonas Opperman – FBO tenant

Kyle French – General Manager for West Star Aviation

1. Rick Schemel called the meeting to order.
2. Fuel charts and Airport report data provided by Barbara Maxwell were looked over.
 - Rick Schemel requested input regarding weekly report.
 - No issues with report by board.
3. Previous meeting minutes were looked over.
 - Rick Schemel approved minutes.
4. Greg Gremminger brought up questions regarding the number of allowable members on the Airport Advisory board.
 - Some discussion to the fact there are only 5 current members but the thought was there could be up to 9.
 - Larry Riney verified with a phone call to the City Clerk and there can be up to 9 but there needs to be at least a minimum of 5.
 - There was discussion on possible recruitment of new members as the same few are in attendance.
 - It was suggested by Barbara Maxwell to perhaps the present members reach out to those not in attendance to possibly have them attend more often or be asked to step down.
 - The decision on whom should contact current members was not made aware at the time of meeting.
 - It was asked that Barbara Maxwell share a copy of the updated information for Airport Advisory Board requirements and she agreed to sending copy to members.
 - There was also some discussion of what a quorum is and if it is necessary in order have a vote.

- Crystal suggested that a possibility could be that members present could take a vote, but this would be decided by the Board themselves.
 - This matter would be discussed further next meeting.
5. Greg Gremminger wanted to discuss the volunteer working list for the upcoming Fly-In May 20th.
- A sign up sheet has been started and some of the tasks needing to be filled are still vacant.
 - Volunteers are still needed.
 - Barbara Maxwell stated that she has spoke with the Parks Department and has already had porta potties committed for the event.
 - Barbara also reached out to the Street Department in obtaining picnic tables, barricades, and trash receptacles for the event.
 - Crystal Jones wanted to know if the airport could get temporary water and electricity for the possible food trucks.
 - Barbara stated that wasn't a possibility as installing these items would be a huge cost expense.
 - Crystal stated that most of the food vendors come with their own generators and water. She will continue to pursue these businesses for the event.
 - Barbara asked Kyle French if West Star would be interested in setting up a booth during the Fly-In.
 - He stated he would verify and get back with the board.
 - Kyle French also stated that he would reach out with a contact of his of a possible B25 or a TBM aircraft for a static display.
 - He would get back with the board regarding this matter.
 - Greg reported that we currently have several vendors lined up.
 - RC aircraft club
 - Southeast Missouri
 - SIUE
 - Wicks
 - EAA 1635
 - Also that there will be raffles for plane, helicopter and gyro rides.
 - 25 Gallon AVGAS cards
 - Possibly local restaurant vouchers as door prizes.
 - Barbara had already posted and created an event for the Fly-In on Facebook.
 - The board would work on getting the word out as well.
6. There was discussion regarding access of cars near and around the T-Hangars.
- Greg Gremminger felt that visitors and guests should not have to park and walk to the T-Hangars.
 - Drawings were passed around with white striping for cars by Greg.
 - Larger signs to direct and instruct traffic around the hangars were suggested as well.
 - Barbara stated that vehicles are still whipping around to the T-hangars and some are on the ramp. She also reminded the board of the near miss.
 - Larry Dauer stated that in the time he has been at the airport he has only ever witnessed one incident where a vehicle was on the ramps and this is a rarity.

- Barbara stated that there have been many instances where vehicles were on the ramp, driving up the taxiways to the runway and over to West Star.
 - Kyle French stated that on at least 3 separate occasions he has witnessed vehicles crossing over to the West Star side.
 - Greg suggested that tenants should inform their guests on slowing down and watching for aircraft and have Barbara send a notice out to all of the tenants to do the same.
 - Barbara had moved the signage and cones from the Self-Serve farm to parking lot behind the FBO earlier this year and new signs had been installed.
 - Greg stated that he found it inconvenient to park, get out and move cones to pass through when driving to the T-hangars and asked if at least one cone could be removed so he would not have to exit his car and just be able to drive through.
 - This would be on a trial basis.
 - Greg also wanted the city to install larger signs.
 - Greg also asked if the City could send email notices to current tenants regarding some standard safety rules they would provide Barbara via email.
7. There was discussion in regard to where the board could see the airport in 10 years was if having additional t-hangars could be built and possibly extending the taxiway to the same length as the runway.
- Rick Schemel mentioned that there used to be a Master Plan for the airport.
 - Barbara stated that the map is on the FBO wall and the two items in question are on the future Capitol Improvement Plan.
 - Crystal Jones stated that there is an upcoming update to the City's Comprehensive Plan that will identify priorities related to economic and community development, livability, land use, and other topics that impact the City moving forward and is a guidance for our community for the next 10-20 years.
 - This data will be obtained by a 3rd party company.
8. The innovative ways to have visitors/pilots return to our airport was tabled as Leon Basler was not in attendance.
- This was an idea Leon Basler had suggested to have post cards sent out thanking pilots for their business that had recently visited or passed through.
9. Rick Schemel adjourned the meeting and asked if the agenda could remain the same.
10. Next scheduled meeting March 13th 3pm.