

# SAND SPRINGS – POGUE AIRPORT

Airport Advisory Board

MINUTES

Thursday, July 8, 2021

5:30 p.m.

Airport Terminal Conference Room

Sand Springs-Pogue Airport

3200 Airport Road

Sand Springs, Oklahoma 74063

**MEMBERS PRESENT:** Robert Fleenor, Chairman  
Leia Anderson, Vice Chainman  
Dr. Mark Manahan, Secretary  
Joe Stephenson  
Dr. Tom Campbell

**ABSENT:** David Kvach  
Rick Westcott

**ALSO PRESENT:** Ken Madison, Airport Supervisor  
Sunnie Smith, Recording Secretary  
Mike Carter, City Manager

The Airport Advisory Board met in a regular session on Thursday, July 8, 2021 in the Airport Terminal conference room at the Sand Springs - Pogue Airport, pursuant to the agenda filed with the City Clerk's office, and posted at 10:00 a.m. on July 2, 2021 on the bulletin board located in the first floor lobby of the Sand Springs Municipal Building, 100 East Broadway Sand Springs, Oklahoma 74063.

## 1. Call to Order

Vice Chairman Anderson called the meeting to order at 5:30 p.m.

## 2. Roll Call

Vice Chairman Anderson called for individual roll call with members replying in the following manner:

Dr. Campbell, here; Dr. Manahan, here; Mr. Fleenor, no response; Mr. Stephenson, here; Mrs. Anderson, here, Mr. Kvach, no response; Mr. Westcott; here.

## 3. Minutes

The minutes of the June 10, 2021 Regular Airport Advisory Board meeting were included in the agenda packets for the Board's review and approval.

A motion was made by Mr. Stephenson and seconded by Dr. Campbell that the minutes of the June 10, 2021 Airport Advisory be approved.

Vice Chairman Anderson called for the vote recorded as follows:

Mr. Fleenor, no response; Dr. Manahan, abstain; Dr. Campbell, aye; Mr. Stephenson, aye; Mrs. Anderson, aye; Mr. Kvach no response; Mr. Westcott, abstain.

4. **ELECTION OF AIRPORT ADVISORY BOARD (AAB) OFFICERS FY 2022**

The board and staff considered nominees for Chairman, Vice Chairman and Secretary for FY 2022. After discussion, a motion was made to elect Leia Anderson as Chairman, David Kvach as Vice Chairman and Rick Westcott as Secretary.

A motion was made by Dr. Manahan and seconded by Dr. Campbell that the nominees be elected to each position.

Vice Chairman Anderson called for the vote recorded as follows:

Mr. Fleenor, no response; Dr. Manahan, abstain; Dr. Campbell, aye; Mr. Stephenson, aye; Mrs. Anderson, aye; Mr. Kvach no response; Mr. Westcott, abstain.

5. **ISR 1000 COMMITTEE REPORT**

Committee Chairman updated the Board Members on airport improvements, upcoming events and any other activities including scheduled events of interest to the Board Members.

6. **ENGINEERS REPORT**

Staff and board members discussed and reviewed the 5 year CIP projects of interest, FAA/OAC funding & the 5 year CIP plan.

Discussion Item Only.

7. **FEASIBILITY OF INSTALLING JET-A FUEL SYSTEM**

Staff and board discussed the FEASIBILITY OF INSTALLING Jet-A system providing service at SSPA.

Discussion Item Only.

8. **NORTHWEST APRON, AIRCRAFT HANGAR DEVELOPMENT**

Staff and board discussed airport hangar construction, infrastructure, codes and any other information associated with development at the airport.

Discussion Item Only.

9. **AIRCRAFT HANGAR DEVELOPMENT**

Staff and board discussed the airport hangar construction at Sand Springs Pogue Airport.

Discussion Item Only.

10. **AIRPORT SUPERVISOR'S MONTHLY MANAGEMENT REPORT**

Staff and board discussed the airport hangar construction at Sand Springs Pogue Airport.

Discussion Item Only.

**11. CITY MANAGER'S REPORT**

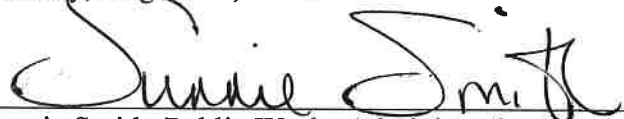
The City Manager, Mike Carter updated the board and staff requiring recent and upcoming events and projects including events of interest and the general operations of the City.

Discussion Item Only.

**12. ADJOURNMENT**

The next meeting is scheduled for Thursday, August 12, 2021.

The meeting adjourned at 6:19p.m.

A handwritten signature in cursive script that reads "Sunnie Smith". The signature is written in black ink and is positioned above a horizontal line.

Sunnie Smith, Public Works Administrative Specialist