

# SAND SPRINGS – POGUE AIRPORT

Airport Advisory Board

MINUTES

Thursday, August 12, 2021

5:30 p.m.

Airport Terminal Conference Room

Sand Springs-Pogue Airport

3200 Airport Road

Sand Springs, Oklahoma 74063

**MEMBERS PRESENT:** Leia Anderson, Chairman  
David Kvach, Vice Chairman  
Dr. Mark Manahan  
Joe Stephenson  
Dr. Tom Campbell

**ABSENT:** Robert Fleenor,  
Dr. Tom Campbell  
Rick Westcott, Secretary

**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, August 12, 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 August 12, 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 Kvach called the meeting to order at 5:33 p.m.

## 2. Roll Call

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

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

## 3. Minutes

The minutes of the July 8, 2021 Regular Airport Advisory Board meeting were included in the agenda packets for the Board's review and approval.

A motion was made by Dr. Manahan and seconded by Mr. Stephenson that the minutes of the July 8, 2021 Airport Advisory be approved.

Vice Chairman Kvach called for the vote recorded as follows:

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

4. **FAA APPLICATION FOR ARGP GRANT AGREEMENT**

The board and staff discussed submitting the application agreement to request \$32,000 in funds available for airports in the Airport Rescue Grant Program

A motion was made by Dr. Manahan and seconded by Mr. Stephenson to submit the application agreement.

Vice Chairman Kvach called for the vote recorded as follows:

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

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. **SAND SPRINGS POGUE FALL FLY IN**

Committee Chairman updated the Board Members and staff regarding plans for a SSPA Fly-In tentatively scheduled for October 16, 2021.

Following discussion, it was agreed upon to table the item until the next meeting.

7. **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.

8. **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.

9. **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.

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

The board and staff were updated on the monthly management report for July 2021.

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, September 9, 2021.

The meeting adjourned at 5:56p.m.

A handwritten signature in black ink that reads "Sunnie Smith". The signature is written in a cursive style with a large initial "S".

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Sunnie Smith, Public Works Administrative Specialist