

**MINUTES**  
**TAHLEQUAH CITY AIRPORT BOARD MEETING**  
**Regular Meeting**

**Date: August 19, 2021      Time: 5:30 p.m.**

**The meeting was held at 2100 Airport Parkway, Tahlequah, OK 74464**

**Agenda for the meeting was posted August 18, 2021 at 4:00 p.m.**

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1. Meeting called *to order* by Chairman James Mahaney at 5:30 p.m.

Chairman James Mahaney called the Roll call as follows:

2. **Roll call.**

**Present:**

Ward I	Tesina O'Field
Ward II	Mark Hodson
Ward III	James Mahaney
Ward IV	Louis White
At Large	Dower Combs

**Others Present:**

Airport Manager Kelly Crittenden

3. **Approval of last month`s minutes.**

Board Member Louis White made a motion to approve, Board Member Mark Hodson seconded the motion.

Vote	Ayes: White, Hodson, O'Field, Mahaney, Combs	Nays: None
	Motion Carried	

4. **Discussion and possible action to approve the transfer of lease of hangar site #18 from Nick Hand to Ken Crowfoot.**

Board Member Louis White made a motion to approve the transfer of ownership and a new lease agreement for Hangar Site #18, Board Member Mark Hodson seconded the motion.

Vote	Ayes: Hodson, Mahaney, Combs, O'Field, White	Nays: None
	Motion Carried	

5. **Discussion and possible action to approve Lochner`s proposal to assist us with the creation of bid specifications for our up coming fuel system`s upgrade.**

Airport Manager Kelly Crittenden said he reached out to Patrick at Lochner to get bid specifications for the airport because it is outside his expertise. Lochner presented a cost proposal to provide services to assist the city with preparation of minimum technical requirements for improvements to the Tahlequah airport Jet-A and AvGas fuel systems.

Board Member Dower Combs made a motion to table, Board Member Louis White seconded the motion.

Vote    Ayes: Combs, White, Mahaney, Hodson, O’Field            Nays: None  
           Motion Carried

**6. Discussion and possible action to approve the repair of the airport’s security gates.**

Airport Manager Kelly Crittenden provided the board with a quote he obtained from Allied Fence of Tulsa to repair all three gates. Kelly recommended that the board approve to repair one gate, for approximately a third of the price provided from Allied Fence of Tulsa to replace all three gates, and then he would budget for a second gate next year.

Chairman James Mahaney made a motion to approve the replace of one of the three security gates, Board Member Dower Combs seconded the motion.

Vote    Ayes: Mahaney, O’Field, White, Combs, Hodson            Nays: None  
           Motion Carried

**7. Discussion and possible to approve the lease of one hangar site in the main hangar.**

Airport Manager Kelly Crittenden told the board that the main hangar lease calls for a signature and that he was told that only the mayor can enter into contractual agreements.

No action was taken as the board believes that the main hangar consent form falls under the day-to-day duties of the airport manager, provided that a copy of the signed form is also filed at City Hall.

**8. Discussion and possible action pertaining to any matter not known about or which could not have been foreseen prior to the posting of this agenda.**

**Airport manager’s monthly report**

Fuel Sales for July			
Fuel Type	Gallons	Gross Sale	Net Sale
100LL	943.8	\$4,020.60	\$471.90
Jet A	1,798.2	\$7,414.22	\$2,787.21
Total	2,742.0	\$11,434.82	\$3,259.11

The Airport Board briefly discussed the possibility of increasing fuel prices.

**9. Adjourn.**

Board Member Louis White made a motion to adjourn, Board Member Mark Hodson seconded to adjourn meeting at 6:11 p.m.

Vote      Ayes: O'Field, Hodson, Mahaney, Combs, White      Nays: None  
            Motion carried