

Posted: September 6, 2024, 11:00 am



Airport & Transportation Commission
Open Meeting Agenda
September 10, 2024, 12:00 - 1:00 PM
Kirksville Aquatic Center Meeting Room, 801 E. Mill

Call Meeting to Order

Approval of Agenda

Approval of Minutes - August 13, 2024

Activity Reports

- a. Street Update
- b. Airport Update

Old Business

New Business

Citizen Participation

Members of the public will be permitted to address the commission for up to five minutes for comments or suggestions. Action by the Commission other than acknowledgment is not expected at the same meeting. Repetitive addresses may be limited at the discretion of the Chair.

Adjournment

Next Meeting is on October 8, 2024

ATC Members – In order to ensure that a quorum is present for this meeting, please contact Billie at 785-3982 to confirm your attendance.

Notice of Nondiscrimination

All persons within the City of Kirksville are free and equal and shall be entitled to the following equal use and enjoyment within the city at any place of public accommodation without discrimination or segregation on account of age, ancestry, color, disability, gender, gender identity, marital status, national origin, race, religion, sexual orientation or on any other basis that would be in violation of any applicable federal, state, or local law.

Notice of Disability Accommodations

Any person with a disability desiring reasonable accommodation to attend this meeting may contact the City Clerk at 660.627.1225 to make such arrangement.

Airport and Transportation Commission
Tuesday, August 13, 2024
Kirksville Aquatic Center
12:00 PM

Present: Harold Osborn, Randy Smith, Chade Shorten, Rick Steele, Kirk Rourke, Jeff Romine, and John Grossnickle

Absent: Pete Detweiler

Staff: Adam Dorrell, Public Works Director/City Engineer; Jeff LaFountain, Airport Director; Rodney Sadler, Deputy City Manager; Stephen Taylor, Street Superintendent; Austin Miller, Communication Director; Billie Linhart, Staff Support. Others present: Keith Helseth and Patrick Abila.

Call Meeting to Order

The meeting was called to order at 12:00 pm by Chairman, Randy Smith.

Approval of Agenda

Chair asked for a motion to approve the order of agenda. Chade Shorten made a motion to approve the agenda and Jeff Romine seconded. The motion carried by the following vote: Harold Osborn – aye, Randy Smith – aye, Kirk Rourke – aye, Rick Steele – aye, John Grossnickle – aye, Pete Detweiler – absent, Chade Shorten – aye and Jeff Romine – aye.

Approval of Minutes

Chair asked for a motion to approve the July 9, 2024 minutes. Harold Osborn inquired about changing the sentence where he was talking about an issue at Cottage Grove and Patterson to concerning the subbase issues at Cottage Grove and Patterson. Jeff Romine made a motion to approve the meeting minutes and Rick Steele seconded. The motion carried by the following vote: Harold Osborn – aye, Randy Smith – aye, Kirk Rourke – aye, Rick Steele – aye, John Grossnickle – aye, Pete Detweiler – absent, Chade Shorten – aye and Jeff Romine – aye.

Randy Smith asked to go around the room for introductions, as there are a few new members to the Commission. Randy Smith stated that this commission is not legislative but an advisory commission. Randy Smith read ordinance, section 2-168 and the commission procedures were reviewed. Jeff Romine inquired if the mission statement for this commission could be added to the procedures page. Will look into modifying the procedure page to include the commission's mission statement. Rick Steele stated that most of the recommendation that City Council has reviewed has generally been approved. Randy Smith stated that this commission is here to serve the City Council.

Street Activity Report

Adam Dorrell reviewed street update: The 2024 Street Program is coming along nicely and W.L. Miller has completed most of their contracted asphalt overlay work. They have a couple of short sections in the Dear/Meadow Neighborhood to complete and they will be returning later this year for the agreed-on warranty work from the 2022 paving contract. They also have some repairs that need to be made on Patterson that have been marked up. City Crews have completed the planned overlay work on Davis, Halliburton and Randolph Streets. The full depth reconstruction of East Washington Street was completed last week and concrete curb and gutter, driveway entrances, and approach pavements on that section were completed as part of our contract with Stanton Construction. City Crews followed up with the old street removals, subgrade and subbase preparation then asphalt paving. This is proving to be a very effective strategy for addressing the old and poor condition concrete streets throughout the City. It requires strong collaboration and planning between the Contractor and City Crews. Steve Taylor, Street Superintendent, and his staff have done an excellent job so far this year in working in conjunction with Stanton Construction to get this work accomplished. They have moved to North Franklin and will

move up to Maple then continue to North Main and Elizabeth to finish out the reconstruction for the year. In 2023 the City completed approximately 2,100 square yards (680 linear feet) of full depth pavement replacement. In 2024 the City Crews are on track to complete approximately 8,000 square yards (3,347 linear feet) of full depth replacement. We are trying to address some old concrete streets and there is going to be more of this type of work going forward as some of the streets have not seen improvements for 30+ years or better. There was a brief discussion on the different options available for overlay improvements. Steve Taylor, Street Superintendent has been working on drafting a 5-year street improvement plan and he and I will be reviewing and fleshing out the details soon. It is our plan to present this to ATC then council as a draft plan then hold a public meeting to present it to the public. Mill Street in on the plan for next and we have met with the design consultant already and should have estimate later this fall. There was a brief discussion the economic benefit to adding sidewalks on streets where there are none when the reconstruction is taking place if possible. Adam Dorrell stated that the complete streets program is still in process and review. Randy Smith mentioned that when he joined the commission he did know that some of the streets in the City limits were not City maintained. Adam Dorrell reviewed the streets that are MoDOT maintained. Rodney Sadler stated that the sidewalk along Baltimore are maintained by the City Parks Department for snow removal. Randy Smith mentioned that City Manager, Mari Macomber had sent an email out about "Public Invited to Discuss Northeast Missouri Unfunded Transportation Needs Regional Planning Partners Will Help Determine Next Projects", will email out for everyone to review for public input. Adam Dorrell stated that MoDOT is aware of and there's a study that the state provided funding for "Safe Streets for All", which will evaluate the safety of those intersections on the alternate route and is currently on the unfunded needs list. Harold Osborn stated there is a meeting coming up in Hannibal to discuss and would still like to receive an opinion from everyone in Kirksville. There was a brief discussion on safety concerns and public input.

Airport Activity Report

Jeff LaFountain reviewed airport update: The Airport wrapped up its two weeks of Oshkosh fly-in traffic with 106 total aircraft landing at Kirksville during that time. The City has started offering free hotdogs and hamburgers for past couple of years and it has increased the traffic levels by 50% during this time. Jet traffic has picked up significantly in the past month with 17,200 gallons being sold. We pride ourselves on quick turnaround times on fueling. Reviewed Contour Airline passenger numbers. Reviewed terminal update pictures and floor plan, as we are working through preparing the contracts to bring to council on the Sept 16 meeting to be able to move forward with the contracts for this project that could start as early as this fall or next spring. There was a brief discussion on the approval process, meeting with the contractors and operations at the airport during construction. Randy Smith inquired about information on the 10,000-passenger number goal to receive 1.5 million. Jeff LaFountain stated the number is based on flights out of Kirksville to Chicago only. The 1.5 funding is if we reach 10,000 enplanements for the year the airport gets that funding for airport improvements qualified AIP projects and can be banked for either 3-4 years. There was a brief discussion on how the passenger numbers are calculated that the City receives from Contour. Randy Smith stated that he would love to see monthly updates on the passenger numbers that count towards the 10,000 goal and that Contour being on-time only 60% is a little concerning and how they compare to other airlines. Jeff LaFountain stated that most of the delay in flights is because of mechanical issues, which can't be helped and there is no way to compare air service with a smaller number of monthly flights to bigger airlines that fly everywhere. There was a brief discussion on delays or cancellations on air service. Jeff LaFountain stated that we are starting to see less cancellations. Randy Smith stated that he has always been a bid supporter of Contour as he was one the people two years ago to recommend that we go with Contour, but people call him all the time flights being delayed or about getting refunds. Would just like to see the on-time numbers a little better. John Grossnickle inquired as to where we are towards the 10,000-passenger goal. Jeff LaFountain stated that he is not 100% sure due to conflicting information he has received from different people at FAA, so that is why he is just going off the flights out of Kirksville. There was a brief discussion on trying to reach the passenger numbers. Chade Shorten asked if Contour is flying every day of the year. If they are flying twice a day for every single day of the year,

that's a little 21,000 seats that you could potentially fill. Jeff LaFountain stated that this year for sure it will not happen because for half of the year Contour was using just a 16-passenger plane and in order to reach the 10,000 passengers it has to be the 30-passenger plane, two flights a day. If they sell 30 seats for the entire year and that gives you 564-570's monthly and that is why he is just going off the flights one-way out of Kirksville. Randy Smith stated the way passenger numbers are recorded should be written down somewhere for reference, so knowing the exact number shouldn't be this confusing. Jeff LaFountain stated he has spoken with 6 different FAA people and got conflicting information. Chade Shorten inquired if Contour is mostly flying the CRJ consistently now. Jeff LaFountain stated that it is 100% CRJ that is set up for 30-passenger. There was a brief discussion on when and why Contour has to use the smaller plane from time to time. Rodney Sadler stated that this a significant improvement between the previous air service provider.

New Business

Randy Smith opened floor for nominations or volunteer's for Vice-Chair. Chade Shorten volunteered for position. Jeff Romine made a motion to cease nominations and Chade be elected Vice-Chair and motion was seconded by Randy Smith. The motion carried by the following vote: Harold Osborn – aye, Randy Smith – aye, Kirk Rourke – aye, Rick Steele – aye, John Grossnickle – aye, Pete Detweiler – absent, Chade Shorten – aye and Jeff Romine – aye. Adam Dorrell reviewed the conflict of interest ordinance that the City Council reviews annually. Read Section 1 – Declaration of Policy. There was a brief discussion on the purpose of the ordinance.

Jeff Romine inquired about the problems in our community with sidewalks. Reviewed areas not connected by either sidewalk or trail system. Would like to see some way to analyze the risk when you have a density populated area and you have a street going through that has several cars a day, knowing the volatility of passengers, like Route P where there are trucks and cars coming through town and it you want to walk to Walmart, there is not good way to walk to Walmart or any of the store up there. Suggesting that there ought to be a way to recommend for the City of come up with an algorithmic way to recognize where the need is and to identify what kind of funding restraints there are in that area. If we had a list of places that needs sidewalks maybe we could get by with more than just the pocket change that gets thrown at it now between \$20,000 - \$30,000 a year. If we could find out what kind of restraints there are and suggest and make a wise sound suggestion. Not advocating a sidewalk on both sides of streets of every single sub-division or street, just suggesting that all these things be connected for the betterment of the City. Adam Dorrell stated that some of this would fall within Kirksville's Active Mobility Plan that has the overall sidewalk and connection plan to address improvements in these areas. There was a brief discussion on example of walking from the corner of First & LaHarpe and future areas to be developed. Jeff Romine stated that the Planning and Zoning Commission should be including provisions for easements and access out. Rodney Sadler stated that there is language in the code pertaining to the inclusion of sidewalks during the development of certain properties, depending on the type of street that the property is located on. This language should be followed for all developers and contractors, unless a variance is requested and granted for a specific situation which would be reviewed by the planning and zoning commission and City Council. Chade Shorten mentioned that there is a new City Planner and would like to invite them to come to one of the next meetings and speak with us.

Adjournment

With no further business to conduct Harold Osborn made a motion to adjourn the meeting and Jeff Romine seconded the motion at 1:01 pm. The motion carried by the following vote: Harold Osborn – aye, Randy Smith – aye, Kirk Rourke – aye, Rick Steele – aye, John Grossnickle – aye, Pete Detweiler – absent, Chade Shorten – aye and Jeff Romine – aye.

Submitted By: Billie Linhart

Memo

Date: September 5, 2024

From: Jeffery LaFountain

Subject: Airport Update

Airport update: The Airport is working on getting the field knocked down in hopes of wrapping up mowing next month in preparation for the winter months. We have begun our live fire training in preparation for our annual live fire drill in Columbia Missouri where we go into a live fire aircraft to train in our ARFF response to down aircraft.

Airline update:

Contour flight information

Total flights = 103

Ontime = 63 (61%)

Delayed = 34 (33%)

Cancelled = 6 (6%)

Total passengers = new high 1,246

August enplanements = 510

Total number of enplanements Aug 2023- July 2024 = 4,824

Total number of enplanements Jan - Aug 2024 = 3,439

That is 6,561 away from the 10,000 - passenger goal

Terminal update: We are working through preparing the contracts to bring to council on the Sep 16th meeting to be able to move forward with the contracts for this project that could start as early as this fall or next spring.