
MEMORANDUM



TO: Airport Advisory Board
FROM: M McPherson, City Administrator
SUBJECT: **Manager's Report**
DATE: December 29, 2021

Commission Reappointments

The City Council directed staff to leave open the window for applicants to Boards and Commissions to noon on January 6, 2022. During the Study Session that evening, the Council will review the applications and then make appointments on January 13, 2022.

Joint Planning Board

The 60-day response window is closing January 3, 2022. To date, we have only received a resolution back from Princeton Township. Once the window officially closes, I will set up a schedule of steps and then contact those appointed for a convenient meeting schedule.

Snowplow Policy, Reminder

Now that winter and snow have arrived, staff would like to remind the Board of the snowplowing policy, per the Snow and Ice Control Plan:

2.1.1.3 Triggers for initiating Snow Removal Operations

When will snow removal operations commence:

| Precipitation | Depth in Inches |
|----------------------|-----------------|
| Slush | 2 |
| Wet Snow | 2 |
| Dry Snow | 2 |
| Ice or Freezing rain | N/A |

Past practice is that Public Works staff do not perform snow removal operations on weekends due to budget constraints (i.e. overtime). However, if hours are available, staff will plow on the weekends. If conditions are unsafe, a NOTAM is issued that the airport is closed to fixed wing aircraft until conditions become safe. In fact, there is a permanent NOTAM stating "airfield surface conditions not monitored between the hours of midnight to 5 am local time".