

Minutes

Takaka Aerodrome User Group

Date and Time: Tuesday 3 September 2019, 5.30 pm

Venue: Aero Club Rooms, Takaka Aerodrome

Present: Ian Orange – Chair
Cr Sue Brown – Councillor, Tasman District Council
Cr Paul Sangster – Councillor, Tasman District Council
Murray Bensemman – Golden Bay Flying Club
Richard Molloy – Golden Bay Air

In attendance: Andrew Ellis, Commercial Portfolio Manager – Tasman District Council
Linda Atkins, Executive Support Officer – Tasman District Council
Jane Park, Administration Officer - Tasman District Council

Meeting opened at 5.30 pm

1. Welcome

The Chair welcomed everyone to the meeting.

2. Apologies

Mark Johannsen, Property Services Manager – Tasman District Council

Mit Brereton – Adventure Flights

3. Minutes of previous meeting – 4 June 2019

The minutes of the previous meeting on **4 June 2019** were confirmed as a true and correct record of the meeting.

4. Action items from the minutes of the previous meeting

- Item 1. Solly's advised the quote was already sharp and they could not discount further.
- Item 2. Threshold markers are still there. The plan is to reseal the main runway and repaint the markings and then remove the threshold markers.

- A Ellis noted management has approved resurfacing the main runway and taxiway corners. The User Group recommends doing the taxi-way too.
- The cross runway could be considered for a Provincial Growth Fund (PGF) application. It will cost \$200k total for these repairs. A Ellis is to investigate this option. He noted the PGF does 'packages' and noted other airports have received small amounts of funding.
- Items 3 and 4: Leases are signed.
- Item 5: Tree removal - contractors will charge \$4k and will go ahead once the paddock is dry.
- Action: Ian is to ring Donald as he understood he may be looking at a larger scale felling option.
- Item 6: Signs are completed.
- Item 7: Spraying the grass – to be completed.
- Amend action point to: Jane Park to arrange spraying and they will talk to M Bensemman.
- Item 8: The fence is between the hangar and the shed. Noted that people do not walk or drive that way so a fence is no longer required.
- Item 9: Sculpture: J Park has sent the location to L Hall but it has not been sent over yet. Queried if a blessing/ceremony is needed.
- Item 10: Hedge trimming has been organised via Nelmac.

5. Health and Safety Update

- It was noted that there have been birds (oyster catchers) on the runway but they have gone now. Discussed using a bird scarer and if they are influenced by weather, the tide, cows etc.
- Action: To monitor them and look into buying a bird scarer. To consider the cost and effectiveness.
- The safety message from the CAA was pointed out.
- Discussed the previous incident at Takaka Aerodrome and noted the CAA did not do a report, but Golden Bay Air did an internal one.
- A Ellis is to build this into the PGF application as a safety issue.
- Action: R Molloy is to send A Ellis a paragraph about the incident (i.e. safety issues such as the short distance of the runway, issues with trees, wind, gravel etc.). A Ellis noted Tasman District Council has bought the neighbouring land and is chopping down the trees which would be considered co-funding.

6. Aerodrome Operations Update

Discussed fuel and noted RD Petroleum approached R Molloy about installing small aviation gas facilities as BP are pulling out of manual fuelling of planes here and in Wellington. Their offer is to Golden Bay Air (GBA), not Takaka Aerodrome. They want to put fuel here in a 10K or 20K litre tank. GBA wants to locate the fuel tank opposite their terminal in the paddock. It would be available to other users with a fuel card.

It was noted that a fuel site was already identified adjacent to the taxiway beside the Adventure flight hangar. All agreed to have the benefit of a fuel system but there is not agreement on the location of the tank.

Discussed options such as a main and small tank and need to check if a resource consent is needed.

Action: R Molloy is to email A Ellis a proposal with a site map, showing the distance of the tank from the buildings and house.

Also noted that a lease and levy would normally apply, as per Motueka Aerodrome.

7. Financial Update

- A Ellis distributed the year to date June 2019 financial statements and explained costs and income, including Council revaluation and depreciation issues.
- End of financial year shows a small surplus of \$15k, and the aerodrome has paid off its loans, so this is a good result.
- He noted the report should ideally compare actual to budget not to the forecast, and he is working with the finance department to improve the report to make it easier to read.
- Discussed landing fees and noted some are not paying. There is a voluntary payment system using the internet or an honesty box.

8. General Business

Crs Sangster and Brown had to leave at 6.40 pm.

9. Next Meeting

The next meeting is scheduled for Tuesday 17 December 2019, 5.30 pm, Takaka Aerodrome.

The meeting concluded at 6.41 pm.

Action Log – 3 September 2019

Action	Assigned to:
Organise removal of threshold markers as not required. <ul style="list-style-type: none"> • to be attended once resealing and re-painting completed 	Jane Park WIP
Jane to arrange spraying contracted. M Bensemann to be local contact	Jane Park
Sculpture: Site confirmed - awaiting delivery.	WIP
Tree removal: Ian to ring Donald to confirm scope.	Ian Orange
Health and Safety: to monitor birds and consider buying bird scarer.	All
To send A Ellis paragraph regarding incident (for PGF application).	Richard Molloy
Fuel: To email A Ellis proposal about including site map regarding fuel tank.	Richard Molloy

Confirmed