

MINUTES OF THE RANIGORA AIRFIELD ADVISORY GROUP TEAMS MEETING 5.30pm on Wednesday 1st June 2022		
<u>PRESENT</u> <ul style="list-style-type: none"> Grant MacLeod (WDC) Paul Williams (Councillor) Dave Harnett Scott James Rob Kitto Steve Noad Helen Leslie (WDC, Note taker) John Dugdale Buzz Harvey Doug Anderson 		
<u>WELCOME</u> <ul style="list-style-type: none"> Steve Noad opened the meeting at 5.30pm 		
Item#		
1.	APOLOGIES <ul style="list-style-type: none"> Joan Ward (Councillor) Keith Vallance Bruce Drake 	
2.	CONFIRMATION OF MINUTES dated Wednesday, 23rd March 2022 Moved: Buzz Harvey Seconded: Paul Williams	
3.	MATTERS ARISING <ul style="list-style-type: none"> Safety Officer <ul style="list-style-type: none"> Safety Officer has now accepted a full time role in Timaru. Role has now been approved as full time Airfield Manager and Safety Officer which will go out to market to recruit early next week. Will need someone with knowledge, great opportunity for an expert to be employed by the Council. Expected to spend quite a bit of time at the Airfield. Will send role to RAAG when live. Will include RAAG member or Mike Groome (or both) on the interview panel for expertise. Position Description peer reviewed by Mike Groome prior to release to market. 	
	Action/s	Who?
	Grant to get approval for technical expert included on interview panel	Grant
4.	MAINTENANCE <ul style="list-style-type: none"> Update from Chris Pennell <ul style="list-style-type: none"> Pleased with results so far. Soil temp still 11 degrees. Has done a test plot at western end and put on a bit of iron sulphate where there is moss around. Need to roll it early spring before we open it up. Steve will re-issue Notam this month to extend out another 90 days. Potholes in Road <ul style="list-style-type: none"> Steve spoken to Delta. A job has been raised to sort. Met with Corde at the Airfield today and apart from the pockets of pot holes the road is in really good condition. Corde will arrange for a small crew to fill the pot holes and compact, will get it done before the 3rd week of June. Rabbit shoot <ul style="list-style-type: none"> Took place last night– 22 hares and 13 rabbits. 	

	<ul style="list-style-type: none"> Additional wind sock <ul style="list-style-type: none"> Steve has a spare windsock, just need to organise a post. Ed Sard to chat with Steve to organise this to happen. 	
	Action/s	Who?
	Arrange for Ed Sard to contact Steve Noad re Windsock install	Grant/Steve
5.	HEALTH & SAFETY <ul style="list-style-type: none"> One reportable incident this month. Low flying helicopter flew down hangar line. Reported to CAA and response received local expert has spoken to pilot based in Auckland. Plane taking off on taxiway noted last meeting. Buzz spoke to pilot and has put him in touch with Roger Ward at RAANZ and they have worked it out between them 2 other CRAC club incidents a radio being turned won to low so the pilot couldn't be told he was broadcasting the wrong runway he was landing on which has been sorted through his instructor. Other one was the terradactyl taking off and flying over buildings, sorted with instructor input and reported to RAANZ via incident reporting system. Annual plan meeting with councillors where gates were approved in principle. Also had a better price for 2 gates \$20-25,000. Mike will propose where to put them and then we will get RAAG to ratify, will be fully automated and easy to use. Couple of options for opening, garage door opener type, swipe card, key dial in and infrared option. Getting specs on all for a decision. Will need most practical for users i.e. Rob. Individuals will need to buy whichever option we for for which is a consideration. Will need to issue cards to individuals to restrict access to airfield, will need to run past CAA to get their approval of option. Airfield manager will be able to monitor this better than in the past. Office for Airfield manager? ATC may be able to help with space. 	
	Action/s	Who?
6.	NOISE COMPLAINTS Nil	
	Actions	Who?
7.	GENERAL <ul style="list-style-type: none"> ATC lease signed and have BC going through council at the moment for the next stage of the portacomms. No road alteration required at present. Carpark lines? Council could look at updating the line marking. 	
	Action/s	Who?
	Develop a newsletter Carpark line marking in future	Grant / Helen
Meeting closed at 5.52pm Next meeting to be held 29 June 2022		