



Bentonville Municipal Airport  
Advisory Board Meeting  
Thursday, March 4, 2021 @ 3:00 pm  
*Virtual Webinar via Zoom*

MINUTES

Call to Order & Pledge of Allegiance – Dr. Richard Ham, Chairman

Chairman Ham opened the meeting with the Pledge of Allegiance at 3:00 pm

**Old Business**

1. Approval of Minutes from February 4, 2021

Dennis Cherry made mention that the Administrative Assistant should change all future meetings from 1:00 pm to 3:00 pm in the Minutes and Agendas. The Administrative Assistant will take care to make sure the times and dates are correct.

Dr. Ham called for a motion to accept the Minutes of the February 1, 2021, meeting. Dennis Cherry made a motion to approve the minutes of last month's meeting. Mark Slaughter gave a second to the motion. No discussions. Motion approved.

2. Robin Fields and "Maverick"
  - A. Updates on Geese Control and Progress of Maverick

Robin Fields appeared before the Board and said that things were going well. He said the lake was froaen over with the snow and ice for about 5 days. He only saw about a dozen geese that tried to land on the lake, and they did not stay very long. The number of geese seems to be down this month. This past Monday morning, he saw about 40 on the lake, but this morning, he saw only two. Although, on February 9, 2021 there were about 60 out at the park at one time.

Maverick is getting better by the week. He still has a lot of puppy in him, but he is starting to calm down some and showing some maturity, which Robin likes. He is doing a good job. There was no other discussion except to mention that Robin is doing a good job as well.

3. Updates and Discussions Re:
  - A. *Hangar Access for Public Use*

Lisa Kelley said that she had no updates at this time. Charles Chadwick said that he did not either, other than they were moving forward and working on the canopy hangars, but there was nothing to report at this time. They are waiting on some documents to come back on that. No other discussion.

### *B. Dirt Removal*

Mr. Chadwick said he did not have anything to report. Dennis said he did not have anything to report. After the last meeting he was supposed to reach out to the two parties that were interested in the dirt, but failed to do that as the snow and ice storms happened and he got busy with that. He will get back on that. He said he did notice that Chev's has started pulling the dirt back where the new hangars will go. It is not a smooth grade, but he is working on that and making some progress. No other discussion.

### *C. Self-Fueling Station*

Mr. Chadwick said he had not received anything on that. Adam said he did not have anything. Will has been talking with Rebel and they are not doing any underground fuel lines anymore and will have to sub it out and are having trouble finding someone. Will Gunselman asked if this was something that possibly a city department that could do an underground fuel line. Dennis Birge responded that he was not aware of anyone in the city and would have to contract it out to a third party. Will said he would like to get a name of someone we used. Adam said there was a few in the area that do that kind of work, but they are few and far between. The closest that he knows about is in Tulsa. Adam said he would get Will the information of that person, but said most of these smaller groups do not travel much. Dennis said he will get Will the number of the group that maintains our city fuel lines. Adam said we would need the information by around the first part of April to make the June deadline to get with the FAA. Will said he will start chasing this down as soon as he gets the information.

## **New Business**

1. Engineering and Construction, *Chris Maestri, Garver Engineers*
  - A. *Update on Current Projects*

Adam White appeared for Chris Maestri today with the updates on current projects. He shared maps on-screen to show the locations of each project.

### **East taxiway Extension to the South**

This is being funded by the FAA. We have delayed the start of that project because of the displaced thresholds. We should start May 1<sup>st</sup> and have issued the Notice to Proceed.

### **The Tunnel Project**

This includes the connections on both ends. We received FAA approval on the final revised plans just last week. We also received environmental approval and moving forward to pre-construction. Some of the box culverts demoed and delivered to NWA. We hope to start construction on this in mid-April. This will be mobilization and working on some of the outside areas. They expect the displaced threshold on this project and set to start around May 15, 2021.

### **Expansion of Game Composites Facility (Off-Campus):**

This is off the west side of the Airport. It just got through Planning Commission approval this week, so Pre-Construction the week after next and then start construction in early April. This is a privately funded project happening off campus. The completion date is towards the end of the year.

Adam asked Charles Chadwick if he wanted to talk about the status of the Through the Fence Agreement on this project. Mr. Chadwick said that the construction on this property is not going to affect any operations on the airport property. All the construction is off-site and nothing of their new construction is going to trigger anything with the Through the Fence Agreement. This is so because all the new construction has to do with manufacturing and not with hangars and maintenance of aircraft. We are still in the process of finalizing the Through the Fence Agreement that we have a letter agreement with, but with the new location up north of that, the ball is in their court. We are waiting on them to come back with the documents we prepared to see if they are looking for any changes to them.

### **East Hangar Construction**

This is the demolition of the existing hangar located on the northeast side of the airport, and the replacement with a 200' x 100' hangar. It has passed through the Planning Commission, but there are a few more items with the plans they are working through with Building Inspection. This is the same similar time frame as the Game Composites facility and expect to do pre-construction in a couple of weeks and construction around April 1. Adam asked Mr. Chadwick about the Lease Agreement. He said that they have a Lease Agreement in place. We had to do an amendment to the leased space and that is complete. The next thing he did was send notice to the tenants of that hangar. February 28, 2021 was the deadline date when the tenants were supposed to be out of the hangar. He had one tenant tell him he could be out by then, but he would like to have a few more days. Mr. Chadwick told him it was out of the city's hands at that point because the new tenant takes control of it at that time. However, he called Michael Ames and he was very cordial and was agreeable to give that person a few extra days to get his belongings and plane out of the hangar. Mr. Chadwick believes that this has taken place now.

### **South 600' Runway Extension**

This includes a flare-out on both ends of the runway for turnaround traffic and also the 10' widening that will ultimately happen for the rest of the runway to the west. They have begun the site investigation. They have received approval from the FAA on the justification/feasibility memo, and approval on the environmental. The site was surveyed last week and he is trying to mobilize the geotechnical investigations soon that will require a night closure at some point. He is hoping to set up a conceptual kick-off meeting next week and then move right on in with preliminary design and final design. He hopes to start construction to start around mid-July, which is the same time our East Taxiway Project should be getting down to the South end where we will have to displace the threshold anyway for the east taxiway. We will combine the runway extension work with this east taxiway work to where it all happens at the same time, and just have one displaced threshold down here on the 36 end. Chairman Ham asked if there would be any disruption to any departure surfaces during the extension. Adam said no. He already had everything submitted through the FAA and got airspace approval, which will also include capturing 27' extra feet on the north end that we installed with the runway turnaround on the north end. So we should get 27' from the north end and 600' on the south end. He said we get both pieces now. It does not change any of the thresholds and it does allow us to add it to the total runway length when we are finished. That is 5,053 will be the new runway length when we are finished with the 600' extension to the south.

## West Side Hangar Development Area

This is expected to be a combination of City and State funds. This is the next group of possibly up to six hangars over on the west side of the airfield. Since we met last week, he and Mr. Chadwick worked together and had our contract for design of those improvements approved by the City in November. We have already surveyed that area as well, already, and working to get Geotech out there to get some borings done. We are trying to set up a meeting with the city next week as well and try to do a combined a kick off meeting. Then we will be on more of an accelerated schedule for this development because our goal is to have a grant or grants in hand with the State Department of Aeronautics at their June meeting, which means we have to have those grants to them by May 31<sup>st</sup>.

Mr. Chadwick said that Chris and he talked today and said that Ali is no longer his contact on this project. Dan mentioned that he thought they would fill her position on Monday. Chuck said he just did not want that to slow this project down.

Mr. Brad Tidwell then joined the discussion. He asked Mr. Chadwick about the status of the duration of the lease for those west side hangars. Mr. Chadwick explained the process to everyone, and told Mr. Tidwell it would be somewhere between 30 and 45 years, probably closer to the middle of that, but cannot tell him exactly. He said they are trying to be reasonable on that.

Adam said that was all from him. Everyone thanked Adam (and Chris) for the pictures (maps) during his project updated. No other discussion.

### 2. City of Bentonville - *Charles Chadwick, Airport Manager* A. *Eric Haskel – Winter Ramp/Apron Treatment*

Mr. Chadwick explained that Eric Haskel subleases Mr. Gorley's hangar on the east side. Mr. Gorley leases the land space from the airport. Mr. Haskel emailed Mr. Chadwick about having some ramp cleaned out in front of Mr. Gorley's hangar. Mr. Haskel came on at this point and said that he does sublease from Mr. Gorley. During the recent snow and ice storm, he said that there was snow and ice on the ramp in front of Mr. Gorley's hangar. He the board that he didn't know where to turn in that kind of a situation about how to go about getting that area cleaned so he could get his plane out, or, did he just have to wait a couple of days for the snow and ice to melt enough to get the plane out. Dennis Birge shared a map of the circular apron, taxiways and runway. He said that in the past we have not spent a lot of time clearing areas at the airport because we have no personnel dedicated for that job. We do try to take our street crews with their equipment and do the best we can. However, we are in the position that we need to tackle the streets first before turning our attention to the airport. Dennis said that in the last couple of years as there have been more and more tenants at the airport, we have tried to move the airport up on the priority list as we could with pre-treatments, chemicals and salt brine that we use on our streets and work pretty well. He has even gone out several times himself out with a truck that was free in between shifts and gone out to help. He explained that he just does not have the staff, personnel or probably even the correct equipment to clean accessibility for everybody. We can go and hit the runways and taxiways efficiently and get back to the streets, but if we are trying to clean in front of everybody's doors to give everyone access, we are there for days with many personnel tied up. That is through the Street Department and really cannot dedicate them to the airport. Therefore, this year we came up with this map. In the past, we probably have not communicated this very well in the past, and sent this to the FBO saying this is what we will do. I hope that this will not happen often. It had been about five years since we have had a snow like this, but putting this map out now will give you some expectation of what we can do. Mr. Haskel said the diagram is very helpful that Mr. Birge was showing. He said that with this, he can try to make preparations when another storm comes along.

Mr. Chadwick explained that Mr. Haskel was very cordial in his dealings with him. The FAA dictates that we cannot play favorites on the field. Once we start clearing out in front of certain hangars or areas, then we have to open that up to everyone. If we just do the runways, taxiways, and circular apron, we are safe in that regard. He appreciates that the City worked on the airport in the areas just mentioned in this last storm. They did this during time when they could have otherwise been resting, and he appreciates that. The economics of the airport budget just do not allow for those services right now.

Mr. Haskel did thank us for that. He said that he felt like he could argue the reverse of that, as presumably the point of the airport is to generate economic activity. There certainly seemed to him that there was plenty of activity out there. However, he would defer to others on that. To the point of not playing favorites, it raises a question to him that if he is looking at the diagram, it looks as though some hangars are getting special attention. He asked if that was a coincidence. Mr. Chadwick said that it was only located where we have designated taxiways. It was mentioned that taxiways would change in the future. A lot of it does depend on the location of the hangar your sublease is under. There was more discussion about the financial basis of the airport, hangar rents, fuel sales, etc. to try to explain to Mr. Haskel what shape our airport is in. He felt like that we were somewhere from two to five years away from that. Mr. Haskel appreciated the information. Mr. Chadwick did share with the board the email answer that he gave to Mr. Haskel in response to his email.

#### *B. Other Updates*

Mr. Chadwick said that the only other update he has was kind of addressed with Adam about the west side ramp/taxi lane areas there. We are looking at adding a fourth location in there. He said that in the original preliminary areas, they are made for 100' wide hangars. In talking with the three proposed tenants, it looks like that what they are looking build is an 80' hangar with a lean-to office on the side of it. With this in mind, it is very possible that we could put in a fourth location. He has a fourth person on board, but just waiting to hear back from them on which spot they want. Mr. Chadwick showed on a diagram where he was talking about.

Dr. Ham asked if we had any new information on the hangar lease that was recently abandoned. Mr. Chadwick said that one person looked at it, but declined, and said that word is getting out about this. He also said that Chad Cox says he is coming up with a proposal about this area, but he is still working on that. No other discussion.

### 3. Summit Aviation/FBO/Turf Runway/Tailwind – *Chad Cox, Summit Aviation/FBO* *A. Updates on FBO, Flight School, and OZI Flying Club*

Chad Cox appeared before the board. He reported that last year in fuel sales, they had just under 13,000 gallons and this month we dipped down to just under 12,000 gallons. The restaurant also saw a dip in sales. He thanked the city for helping out during the snow and ice storm, and asked that we keep them in mind in the future. They have put the tables back out on the lawn at the restaurant. He encouraged everyone to come out and support it. He said that they did have an interest in the area south of the circular apron. It would be something large scale. They are working with an architect right now. Once they have something to share, they will come before the board and ask what they think. Then they will work with Chuck about a fair ground lease. Mr. Chadwick asked Chad if the city removing the snow was beneficial to them. Chad said yes. Dennis Birge thought that it was beneficial, as well. He did see that the salt brine does work, but the salt brine has a tendency to pool up and freeze back over. It might not work well enough for everyone to be able to land his or her plane. No other discussion.

4. Discussion on Aircraft Loan – *Mark Slaughter, Airport Board Member*

Mr. Slaughter appeared before the board. He mentioned again that this potential project all started because he was used to seeing planes on a stick when he visited airports. He said Rogers and Neosho have a plane, and Gravette has one in a park downtown. He just thought it would be nice for us to have one. Both the Navy and the Air Force have the same procedures. It is the order you do the procedures that is the difference. The Navy wants a letter from the Airport Manager requesting a loan packet; you fill out the packet and send it back to them. The Air Force wants you to give them all the stuff up front and they will decide if it warrants the loan of an aircraft. He said that it costs a lot of money, but there is a lot of money in Northwest Arkansas and thinks many people that would give. He estimated that we could probably get an aircraft for about a quarter of a million dollars. That would include transporting the aircraft, a place for it to be, painting it, and putting stuff on it so that birds will not land on it. He thinks we can do this. Seeing the circular apron for the first time is what made him think of the plane on a stick; however, he was not saying that was the best place to put it. However, it made him start thinking about it. He said we would probably have to form a non-profit or 501C3 of some kind to maintain the site and the aircraft itself. Mr. Chadwick mentioned how the airport is landlocked and tight on real estate. He would rather see all our land being used to build money-generating facilities, but he is not opposed to him looking for a place that would be suitable and attractive for it. Lisa Kelley agreed with Chuck, however, she would agree with a non-profit idea. Mr. Chadwick mentioned that there would be a process to go through if the city would be responsible for the upkeep on it. We will keep this on the agenda next month to see where Mark is at on this. No other discussion on this.

Dr. Ham asked if the board had any questions about what we have talked about today, or anything else to bring up. Mark Slaughter asked how close to where we were to meeting in a room. Dennis Birge reported that they have been watching what the Governor is putting out there and trying to decide about a plan for us as far as opening back up, when that would happen, when it could, or how it is going to happen. He would say that we are not there yet, but we are closer than we have been unless things go the other way.

Dennis mentioned that we could check on using the Community Center. Dr. Ham took an informal poll of the board. Mark Slaughter is okay with it. Dennis Cherry recommended that we not meet in person before our May meeting because of a spouse being immune compromised. Lisa Kelly said that either way is fine with her, but would suggest that we all do one thing or the other. Mike Frost is okay with it. Chuck Chadwick said that at least May or June right now because of a spouse being immune compromised. Dr. Ham had a similar situation with his spouse, but they have received the vaccine. Aubrey Patterson said she was fine either way.

Dennis will check into this for our next meeting.

**Other Business**

1. Schedule January, 2021, AAB Meeting  
*Proposed Meeting Day: Thursday, April 1, 2021 @ 3:00 pm*

Everyone was in agreement with the date and time.

2. Motion to Adjourn

Mike Frost made a motion to adjourn. Mark Slaughter gave a second. Motion carried.

###

## Charles Chadwick

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**From:** Eric Haskel <eric@pembrookaviation.com>  
**Sent:** Sunday, February 14, 2021 4:49 PM  
**To:** Charles Chadwick  
**Cc:** Dennis Birge  
**Subject:** Re: VBT Taxiway Clearing

Mr Chadwick,

Thank you for your response and explanation. I was not aware of the airport's lack of equipment or manpower, nor its financial condition. I had assumed, given the level of building and activity at KVBT, that the airport would be in much better financial condition.

I appreciate the cost / benefit analysis you mention but find it hard to believe that the additional de-icing of the remaining ramp area on the east side would be financially burdensome, once the city crews are already onsite de-icing the east-side taxiway. Said differently, I understand you may not wish to call out the city trucks "just for me", but once they are onsite, it shouldn't be that costly for them to take an additional 10 minutes and clear the areas in front of the hangars on the east side so tenants like myself could operate.

As to a proposed fee structure, I will defer to you as the Airport Manager what might make sense and be palatable to other tenants. Personally, I accept the fact that services cost money and would expect the airport to recover those costs but it's not clear to me what others think, or if perhaps this is simply my issue and no one else is concerned about it.

In the meantime, I understand that, based on your email, tenants such as myself cannot rely on the airport, or by extension the city, to maintain the airport's operating condition for all tenants in times of inclement weather.

Sincerely,  
Eric Haskel

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**From:** Charles Chadwick <cchadwick@bentonvilleair.com>  
**Sent:** Sunday, February 14, 2021 4:07 PM  
**To:** Eric Haskel <eric@pembrookaviation.com>  
**Cc:** Dennis Birge <dbirge@bentonvilleair.com>  
**Subject:** Re: VBT Taxiway Clearing

Eric,

The airport does not own nor maintain material, equipment nor does it have personnel to provide snow removal or ice treatment for the airport. Likewise, the airport does not charge (either individually, nor through a fee structure) for such.

However, the City of Bentonville does allow for some use of its equipment, material and personnel on a limited basis. The City did such recently at the airport to keep the 18/36 runway operational and safer. Likewise, the east side taxiway, the west side taxiway and the circular apron was treated. I believe the plan is to continue to treat those areas as will be allowed as equipment, personnel and material is available.

There is a cost/benefit analysis that we have to consider. That consideration limits treatment and snow removal to only the areas I mentioned above. Cleaning all or individual ramp areas is not cost effective given the airport's financial condition at present.

I would, however, be happy to present to the City a proposal for such services to be offered at the airport with a fee structure considered. I invite you to share your thoughts and ideas as to how that can be fairly shared among local tenants, operators and transient aircraft operators.

Thank you for your email.

Chuck Chadwick  
Airport Manager  
City of Bentonville  
3200 Municipal Drive  
Bentonville, AR. 72712  
479-502-4663

On Feb 14, 2021, at 3:46 PM, Eric Haskel <eric@pembrookaviation.com> wrote:

I was due to depart in the morning but pushed my departure to the early afternoon - my understanding was the city needed time in the morning to de-ice the taxiways and runways.

The ice was never cleared from roughly the south edge of the Summit hangars on the east side to the south, so I was never able to depart.

I personally checked the condition of the ramp Friday morning around 930a, and again around 230p. In both instances the condition of the ramp was a solid sheet of ice, similar to what I observed the previous evening (Thursday) for most of the airport before the city de-iced certain sections.

I also checked the conditions Saturday morning hoping the city might have finished de-icing the ramp. Conditions were better but still too much ice to attempt to leave Mr Gourley's hangar.

Eric

---

**From:** Charles Chadwick <cchadwick@bentonvillear.com>

**Sent:** Sunday, February 14, 2021 2:08 PM

**To:** Eric Haskel <eric@pembrookaviation.com>

**Cc:** Dennis Birge <dbirge@bentonvillear.com>

**Subject:** Re: VBT Taxiway Clearing

Eric,

What time was your scheduled departure on Friday?



Were you able to depart at some time on Friday ?

What was the condition of the ramp in front of Mr. Gourley's hangar (please give me a time reference, also)?

Thank you.

Chuck Chadwick  
Airport Manager  
City of Bentonville  
3200 Municipal Drive  
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> On Feb 14, 2021, at 9:15 AM, Eric Haskel <eric@pembrookaviation.com> wrote:

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> Mr. Chadwick - I am a tenant at VBT (I rent space from Craig Gourley's hangar on the east side). During the recent ice storm, I noticed the city de-iced certain parts of the airport (near the Fieldhouse, the northeast portion of the taxiway, etc) but did not clear the area by my hangar. This made it impossible for me to leave as scheduled on Friday.

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> Can you please make sure when the city (or whoever) is de-icing the taxiway that they make sure to de-ice all areas - not just the area where Summit operates. They are not the only user of the airport.

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> Sincerely,  
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## Charles Chadwick

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**From:** Charles Chadwick  
**Sent:** Sunday, February 14, 2021 8:49 PM  
**To:** Eric Haskel  
**Cc:** Dennis Birge  
**Subject:** Re: VBT Taxiway Clearing

Eric,

The next Airport Advisory Board is scheduled for March 4, 2021 at 3:00 p.m. The meeting will be by ZOOM meeting and is arranged by City administrative staff.

If you wish to participate, I can pass that on to the assistant and have her send you a ZOOM invite for the meeting to this email address.

Additionally, I will ask for her to put on the Airport Advisory Board Agenda an item to discuss the “winter ramp/apron treatment” so that you may discuss your concerns with the board.

Would you be able to participate at that time and date? If so, let me know and I'll get the process started.

Chuck Chadwick  
Airport Manager  
City of Bentonville  
3200 Municipal Drive  
Bentonville, AR. 72712  
479-502-4663

On Feb 14, 2021, at 7:40 PM, Eric Haskel <eric@pembrookaviation.com> wrote:

Mr. Chadwick - can you please let me know when the next airport board meeting will be held and how I can participate. The website for the airport says the next one is February 4.

Eric

---

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> only user of the airport.  
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> Sincerely,  
> Eric Haskel

**Beverly Shepherd**

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**From:** Charles Chadwick  
**Sent:** Friday, March 26, 2021 10:40 AM  
**To:** Beverly Shepherd  
**Cc:** Dennis Birge; Dan Weese  
**Subject:** March 4th 2021 AAB Minutes  
**Attachments:** KVBT Winter Treatment.Plowing Map.png

Beverly,

I have attached a picture/map concerning winter treatment/plowing to this email. Please make it a part of the AAB minutes from the March 4<sup>th</sup> meeting.

Thank you.

Chuck Chadwick  
Airport Manager  
City of Bentonville  
3200 SW Municipal Drive  
Bentonville, AR 72712  
479-502-4663 (Cell Number)



