Memorandum

DATE: November 11th, 2026

MEMO TO: Blair Airport Authority

FROM: Trevor Corey, Interim Airport Manager

RE: Fuel Tank Relocation & Installation

SUMMARY:

Airport staff are requesting the relocation of the offroad diesel tank, and the installation of a 300 Gallon 91 octane gasoline tank, for the purpose of providing fuel to the equipment owned and operated by the Blair Executive Airport.

BACKGROUND/DISCUSSION:

Last month, this was presented to you at the monthly Airport Authority meeting. A few questions were raised, and ultimately the board directed airport staff to investigate the various questions asked.

After reaching out to the contractor for JF Petroleum, the main questions were answered and are listed below.

Q: Does this quote include the site prep for where the new tanks will go?

A: Site prep is not included in the quote, but no additional site prep is required in the area the tanks are planned to be placed

Q: Is a separation wall needed for this set up?

A: Jersey Barriers will be required around the tanks, per fire marshal code. Currently we already have the jersey barriers at the current site of the fuel tank.

Q: Will fencing around the fuel barrels be installed as well?

A: Fencing will not be provided by this contractor, but quotes are received for fencing in the area, as fencing is required by the state Fire Marshal.

Q: Will the fuel system come equipped with "counters" to track fuel usage?

A: Yes, counters are installed on the pumps to track fuel usage.

FINANCIAL IMPLICATIONS:

Bid amount is $13,611.60, but there will also be an additional charge associated with this to cover the fencing portion.

Additionally, please note the expense of filling the fuel barrel once installed.

RECOMMENDATION:

Approve the installation and relocation of the fuel tanks to the location near the SRE Building, as presented.