

Airport Authority Meeting Minutes-Amended 2.2.17

Meeting: Regular

Date: January 5, 2017

Time: 1:00pm

Location: 2828 Hwy 231 N Airport Terminal Building

Members Present:

Jim Henderson	X
Eric Cazort	X
Helene Wharton	X
Erick Larson	X
Michael Young	X*out at 2:21
Councilmember Feldhaus	X

Others Present:

Justin Heid, Airport Director	X
Anna Mai, City Recorder	X
Jay Johnson, City Manager	X
Wyatt Burk, Attorney	X*out at 1:55
Benson Hadley of Garver	X
Kevin Eyster, Asst. Airport Mgr.	X

Chairman Henderson called the meeting to order at 1:00pm, a sign in sheet was provided. The first item of business was **approval of the agenda**, Chairman Henderson requested that it be amended so that the first two items under new business be moved to be the first two items under old business (election of Chair and Vice Chair). Member Young made a motion to approve the agenda as amended, Member Wharton seconded and the motion carried unanimously by oral vote. The next item was **approval of the minutes of December 1, 2016**. Member Young inquired about whom the Airport Director reports to as discussion was mentioned on the second page of the minutes but it does not specify reporting. There was some discussion on this item, that the Airport Director directly reports to the City Manager and works with the City Council and the Airport Authority. There was also a question by the Chairman about the RSA, if the surveyor stake was in fact in the RSA. Mr. Hadley told him it was in fact in the RSA. There were not any actual revisions requested to be made to the minutes of Dec. 1, 2016. Member Young made a motion to approve the minutes as written, Member Wharton seconded and the motion carried unanimously by oral vote.

Reports were next. Director Heid reported that it had been an excellent month, the Santa Fly-In was fantastic and thanked Chairman Henderson and Member Young for their help on the event, there were about 250 kids that came out to see Santa and it had been advertised on Tullahoma's Cable-TV channel, Facebook, radio show and through local schools. Director Heid further reported that the Airport is currently in the hiring process, that Lance Parker has been promoted to Line supervisor and there are currently three openings at the Airport all part-time positions. Also, the new reclamation tanks were installed at the Airport yesterday (1.4.17) which allows for fuel to be sumped and usable fuel can be put back into the tanks. For the maintenance portion Director Heid stated that all the Airport equipment has undergone regular, required maintenance. For financials, a report had been passed out including the months of October and November 2016, the total loss for the first five months of the year is at \$27,803, City Manager Johnson stated that the bottom line is it has been an excellent year so far for the Airport. It was discussed that only one sale was lost when the fuel pump and fuel truck were both down.

Old Business:

Next on the agenda was the **election of officers**. First was Chairman, current Chairman Henderson made a motion for Eric Cazort to be elected as Chairman. Member Larson seconded that motion and it carried unanimously by oral vote. Next was **Vice-Chairman**. Chairman Henderson made a motion to nominate Member Wharton as Vice-Chair, Member Larson seconded and the motion carried unanimously by oral vote.

Next was the consideration of **Eastern Aviation Contract Fuel Purchase**. Director Heid stated that he has been considering a fuel program that has 5,000 or so aircraft on it, basically this is a marketing service that would funnel aircraft to the Shelbyville Airport to purchase fuel. There was lots of discussion on this topic but no decision/vote made.

The last item was consideration of Airport Capital Improvement Projects to which Director Heid stated this had already been discussed in the meeting.

With no further business Member Henderson made a motion to adjourn, Member Wharton seconded and the motion carried unanimously by oral vote. Meeting adjourned at approx. 2:46pm.

Approved:



Chairman Eric Cazort

Attest:



City Recorder Anna Mai