

Airport Authority Meeting Minutes-Amended

Regular Meeting: May 4, 2017

Place: Shelbyville Municipal Airport, 2828 Hwy 231 North Shelbyville, TN 37160

Call to Order: Chairman Cazort 12:57pm

Roll Call: A sign in sheet was provided and the following were present: City Recorder Mai, Member Henderson, Member Wharton, Member Larson, Asst. Director Eyster, Chairman Cazort, Benson Hadley of Garver (out at 1:30), Councilmember Feldhaus (in at 1:00), Interim City Manager Saddler (in at 1:04), and City Treasurer Owen (out at 1:50).

Consideration of a motion to approve the agenda. Director Heid asked to add the consideration of existing and new leases under New Business as #3. Member Henderson made a motion to adopt the agenda as amended, Member Wharton seconded and the motion carried unanimously by oral vote.

Consideration of a motion to approve minutes of April 6, 2017: Member Wharton made a motion to accept the minutes as printed, Member Henderson seconded and the motion carried unanimously by oral vote.

Reports:

Managers' Report: Director Heid stated that April had been a great month for fuel mainly due to 2300 gallons in sales to helicopters in one night, and that they may come back to do another exercise at the Airport. Further that they were charged call out fees and there was no discount for volume. Director Heid also reported that the parking lot had been repaved and they are just waiting on weather cooperation to do the striping, he thanked Mr. Hadley and Mr. Deegan with Garver for their help on the project.

Maintenance Report: Director Heid reported that mainly they had been working on getting ready for the parking lot repavement, that the parking lot area at Mac Air had been widened with gravel, the new lights had been installed in the Tillett Hangar, the fence on Airport Road had been cleared, the septic tank is under control at the moment and that the new cabinets/countertop for the lobby are set to be installed in the next few weeks. Further nothing had been heard yet about the VOR antenna.

Finance: Director Heid reported that right now the Airport is at -\$96,571. There was some discussion among Members and City Staff how finance differs between private and public entities.

Member Wharton made a motion to approve all the reports as presented. Member Cazort seconded and the motion carried unanimously by oral vote.

Old Business:

Discussion of Airport Projects. Mr. Benson Hadley of Garver reported on several items:

Lighting: Mr. Hadley stated that there are still issues with the Tetrahedron, that a local contractor has been hired to do the job once the lights arrive, they have been ordered.

T-Hangar-Apron Rehab.: Mr. Hadley stated that they are working on closing out this project, the parking lot will be striped as soon as the weather cooperates and that there are two areas on the road to the T-Hangars that they are having Wrights to look at to fix.

T-Hangar Design: Mr. Hadley reported that they are working on the revision on the plans this week, that they have tried to cut cost in every way possible.

The numbers on this project as of May 3rd are at an estimated 1.33 million to build the T-Hangar/Apron/Lighting, this includes engineering. The City would be responsible for \$525 for the building and the slab which leaves \$608,000 to be funded at the State and Federal level and that the City would have to pick up 5% match on that for a total City contribution of \$555,000.

RSA: Mr. Hadley stated that this project is going slow because of the runway coming into play as they are both going to be done at the same time for one closure. Further, everything is in place to do non-destructive testing, then a core sample and then final design for the City to bid and work to start.

Mr. Hadley also reported that the Southwest Bill got rolled to next year and there was some discussion by Members about that.

Discussion and Consideration of the FY2018 Budget Update: City Treasurer Owen presented budget worksheets and went over them in detail with the Authority.

Discussion and Consideration of Airport Storm Damage. City Recorder Mai reported that everything has been received from the adjustor and the City is just waiting on final approval on the cost estimates from their insurance carrier, The Pool. That repair work should begin soon and that the fire hall was not a total loss but had been deemed repairable. There was some discussion about the bird-proofing at the North Hangar and the trailers that were parked in front of the North Hangar.

New Business

Discussion of SEC-AAAE Airport's Conference. Director Heid reported that this was a good conference and his biggest take away was that there is a new guideline on engineering selection through RFP's that splits the planning and design.

Discussion and Consideration For DC-3 Tiedowns. Director Heid reported that the DC-3 had requested a parking space on the ramp, mainly due to the last time they came to the Airport they had a hard time getting around and they got stuck. Director Heid stated that it would only require the purchase of one cast iron ring which would cost approx. \$24.00 and that either the Airport could rent the equipment and have employees install or find someone to install the ring, and that any big planes or jets would be able to use it. There was discussion by the members on the dissatisfaction of what happened the last time the DC-3 was at the Airport and how it became stuck because they didn't follow instructions given to them. Member Larson suggested that the research be done on who can do the work and the cost and to come back to the Authority at that point, the consensus was to have Director Heid research further.

Added item-Discussion and Consideration of Existing and New Leases: Director Heid reported that it was the City Councils wish to proceed with repairing/remodeling the Fire Hall where it is now so the FAA does require a lease between the Fire Department and the Airport and it would have to be in place before the fence could be moved. Director Heid provided a draft lease to the Members, he stated that Attorney Shofner has not given her approval on it yet and he is just asking for the Authority's ok pending Attorney Shofner's approval to get the process started. Member Larson expressed his dissatisfaction at being handed a document and being expected to review and decide on it at that meeting. Consensus was to defer this item one month to give members ample time to review.

Director Heid stated one other item that he is currently working on is a lease for the Tillett hangar, in research after last month's meeting and discussion of amending the lease due to the installation of the new fluorescent lighting.

With nothing further to discuss Member Henderson made a motion to adjourn, Member Wharton seconded and the meeting adjourned at approx. 2:42pm.

Approved:


Chairman Eric Cazort

Attest:

A handwritten signature in blue ink, appearing to read 'A. Mai', is written above a horizontal line.

City Recorder Anna Mai