

Airport Authority Meeting Minutes

Regular Meeting: June 1, 2017

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

Call to Order: Chairman Cazort 1:00pm

Roll Call: A sign in sheet was provided and the following were present: Eric Cazort, Kevin Eyster, Justin Heid, Anna Mai, Helene Wharton, Jim Henderson, Sissy Smith (out at 1:19), Councilmember Henry Feldhaus and Ginger Shofner.

Consideration of a motion to approve the agenda. Director Heid asked that item #3 under new business be moved to the top of the agenda before reports and to add one item to the end of the agenda under new business which would be discussion of July meeting date. 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 May 4, 2017: Member Henderson pointed out that on the second line under maintenance reports the word Arion needed to be changed to Mac Air. Member Henderson also wanted these minutes to reflect what he thought the Authority's opinion on self-service fuel was. After several minutes of discussion in which the City Attorney and Recorder explained the rules for minute taking Member Henderson made a motion to add to the minutes of May 4 "the authority re-stated that they were not in favor of self-service fuel". It was discussed by Attorney Shofner and Director Heid that the statement was too general, and there was discussion on what exactly had been discussed at previous meetings. Member Henderson asked that it be reflected in the minutes that he had made the motion and it died for lack of a second. Member Henderson made a motion to approve the minutes as amended, Member Wharton seconded and the motion and it carried unanimously by oral vote.

New Business

Discussion and Consideration of Abandoned Aircraft Agreement: Director Heid stated that this item involves the plane owned by Todd Smith and that his sister Sissy Smith was in attendance to represent him. Director Heid explained the situation that Mr. Smith had left the plane at the airport for an extended period of time (abandoned) so he owed the Airport some money. However, Mr. Smith's plane was damaged on the ramp by an employee. Ms. Smith is in the process of trying to get the plane moved to another airport to get it repaired and sold and the agreement just states that once the plane is sold that Mr. Smith will give the Airport \$1,000. It was discussed if there was a time frame attached to the agreement, as there is not it was a request that Ms. Smith update the Airport on the progress at least every six months, to which she agreed to do. It was also discussed if a witness or notary line would need to be added to the agreement and Director Heid stated that he would look into and find out what would need to be done. Member Henderson made a motion to approve the agreement subject to a witness or notarization line being added if needed, Member Wharton seconded and the motion carried unanimously by oral vote.

Reports:

Director Heid stated that it had been a slow month for fuel that just over 7,000 gallons was sold, that the parking lot pavement was finished and striped and that signs would be put up soon. Further that several things are being worked on including bird proofing the North Hangar with help from Christina and MTSU, that the clock on the Quonset hut had been repaired and is working again and that due to the budget process there was no financial report to present this month. Member Wharton made a motion to accept the reports as presented Member Henderson seconded and the motion carried unanimously by oral vote.

Old Business:

Discussion of Airport Projects:

Director Heid reported that several projects were being worked on including; working on grant amendments and clean up, the parking lot paving is complete, that the preliminary design for the T-Hangars was done and shelved for the future, the Tetrahedron has new lights and bad transformers but is under warranty and scheduled to be fixed. Director Heid stated that he had also spoken with Arion about the possibility of parking their trailers somewhere else and that there really is not

any better option of where to park them. Recorder Mai then explained where things were at with the insurance claim and that the contractor is in contact with the adjustor finalizing numbers and hopefully repairs would start soon.

Councilmember Feldhaus mentioned that he thought it would be good to consider a large Hangar at the Airport to house bigger planes rather than the smaller T-Hangars, and that the North Hangar could be converted into a community hangar situation with a little work. It was discussed that any renovations to the North Hangar would fall under the International Building Code as the FAA doesn't have specific requirements for that type of work.

Discussion and Consideration for DC-3 Tiedowns:

Asst. Airport Director Eyster reported that the estimated cost from trueline to bore is \$650 for three holes but to rent the machine and bore the holes themselves the machine rental would be \$209 per day, anchors would be \$26 each and \$35 to ship, and then the cost of rebar and concrete, so total would be \$378. Further if the Airport is going to rent the drill and have access they would want to put in an additional tie down. It was discussed that drilling these holes would have no effect on the concrete. The authority thanked Kevin for the time he put into this project and doing the research. Member Henderson made a motion to have Airport staff rent/buy the appropriate equipment and bore the holes, Member Wharton seconded and the motion carried unanimously by oral vote.

Discussion and Consideration of the FY 2018 Budget Update:

Director Heid distributed the proposed Airport budget and let members know that the study session for Airport Budget was scheduled for June 6th.

New Business:

Discussion and Consideration of Mac Air LLC Lease Amendment:

Director Heid stated that there is no lease for the Tillett Hangar so the Mac Air lease was amended to include the Tillett Hangar and the new monthly fee of \$350. It was pointed out that there was one typo to correct. Member Wharton made a motion to approve the lease with the one correction to be made, Member Henderson seconded and the motion carried unanimously by oral vote.

Discussion and Consideration of Fire Hall Land Use Agreement:

Director Heid stated that the copy of the lease distributed was sent to TAC to get feedback and they stated that the document works for what is needed. It was discussed that there were some minor grammatical changes made to the document. Director Heid stated that since not all members were in attendance he would request the item be deferred to the next meeting for members to vote at that time.

July meeting date:

Director Heid proposed moving the July meeting to June 22nd to be able to vote on the Fire Hall Land Use Agreement in time to get onto the City Council Study Session Agenda for review and approval. Members in attendance agreed that this would work for them.

Lastly Director Heid thanked Jim Henderson for his years of service on the board, this was his last meeting as a part of the Authority.

With no further business to discuss Member Henderson made a motion to adjourn, Member Wharton seconded and the motion carried unanimously by oral vote. Meeting adjourned at approx. 2:24pm.

Approved:


Chairman Eric Cazort

Attest:

AME

City Recorder Anna Mai