

## Airport Meeting Minutes

Meeting: Regular

Date: April 2, 2015 Thursday

Time: 1:00 p.m.

Location: 2828 Hwy 231 North, Airport Municipal Building

### Members Present:

Member Wharton	X	Airport Manager Hank Williamson	X
Member Cazort	X	City Treasurer Jamey Owen	X
Member Young	X	Christina Heirs	X
Chairman Henderson	X	Benson Hadley	X
Councilmember Feldhaus	X	City Recorder Shanna Boyette	X
City Manager Johnson	X		

### Agenda Items:

Reports on Grant Status/Project Schedule	X
North Ramp Rehab and Lighting/Electrical System Improvements	
Review of Garver work Order for RSA requirements-Design Only	X
Review and discussion of additional T-Hangars	X
Other	X

Chairman Henderson called for any additions or deletions to the Agenda. Hearing none, Member Wharton made a motion to approve the Agenda, seconded by Member Cazort and carried unanimously upon oral vote.

Chairman Henderson called for any revisions or corrections to the minutes submitted from the March Regular Session Meeting of the Airport Authority. Hearing none, Member Wharton made a motion to approve, seconded by Member Young, and carried unanimously upon oral vote.

The next item of business was the Airport Manager's Report and Maintenance Report. Brief discussion ensued with Airport Manager Williamson providing comments on product sales and fuel sale review of the previous month. Member Young made a motion to approve, seconded by Member Wharton, and carried unanimously upon oral vote.

The next item of business was review of the Electrical Rehabilitation Project and the North Ramp Rehabilitation Project. Airport Manager Williamson reported that the recent TAC (Tennessee Aeronautics Commission) meeting was a success. Both projects were approved to move forward. The Shelbyville Airport is waiting on official announcement to begin. There was brief discussion of the 90% meeting plan that Garver would like to have soon. The 90% plans will be sent to the state for review and the final documents will be prepared for bid date. Timing of bids and grant awards were also discussed. It was noted that bids can only be held for 90 days. It was reported that the lighting project is at 40% completion and that the runway will have to be shut down for trenching and RSA, electrical can be done anytime. It was estimated that the runway will need to be shut down for approximately a week. Garver

Representative Benson Hadley and Airport Manager Williamson will have an Airport Tenant Meeting to notify in advance.

The next item on the Agenda was discussion of work order with Garver Engineering for RSA Improvement Design only and request for TAC Grant Assistance. There was discussion of the next steps in addressing RSA and if the Board was ready to request a Study. Garver had initially prepared a report noting two findings and options available. It was noted that once the money is requested from the state necessary action will need to be taken. Discussion ensued on the direction that the Airport Board would like to take. The next step being to request project from the state, survey, and evaluate cost estimates. There was no action taken on this item.

T-Hangars were the next item before the Board. It was reported that Airport Manager Williamson provided initial figures to City Treasurer Jamey Owen for Capital Budget on the local portion of expenses. It was also noted that the Shelbyville Airport will need to quantify the need for additional hangars at the Airport. Airport Manager Williamson reported that he contacted some individuals to inquire on interest of t-hangars and had received some verbal commitments. Councilmember Feldhaus made a recommendation to call other airports to get a status report. City Manager Johnson reiterated the need for good data to move ahead with the project. Discussion ensued on letters of intent and it was noted that letters of intent would need to be received within the next 30 to 45 days to move ahead with the project and for budgeting purposes. Airport Manager Williamson will be sending out a form letter. Member Young made a motion to apply for grant design only on additional T-Hangars. The motion was seconded by Member Wharton, and carried unanimously upon oral vote.

Chairman Wharton inquired on the King lease and it was reported that the King Lease was in order. The Refueler Agreement has been sent back to Eastern Aviation with comments included by the City Attorney. City Manager Johnson reported that there will be seven (7) interviews next week for the position of Airport Manager. Chairman Henderson will serve on the Interview Committee. There was also brief discussion of a letter received by the State of Tennessee to city staff via email in regards to aviation fuel tax.

There was one announcement. Member Young will be performing in Hee Haw Howdy next Wednesday and everyone is invited to attend.

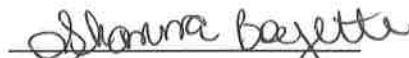
There being no further business to come before the Board, Member Wharton made a motion to adjourn, seconded by Member Young, and carried unanimously upon oral vote. The meeting adjourned at 1:58 p.m.

APPROVED:



Chairman Jim Henderson

ATTEST:

  
Shanna Boyette, City Recorder