

**Airport Authority Board Meeting Minutes**

**Meeting: Regular Session**

**Date: March 9, 2015**

**Time: 1:00 p.m.**

**Members Present:**

Member John Wharton	X	Airport Manager Williamson	X
Councilmember Henry Feldhaus	X	Christiana Heirs	X
Member Eric Cazort	X	City Treasurer Jamey Owen	X
City Manager Johnson	X	Garver Rep. Benson Hadley	X
Chairman Jim Henderson	X	City Recorder Shanna Boyette	X

**Agenda Items:**

Manager's/Maintenance Report	X
Final Grant Apps/TAC Mtg	X
Airport Marketing Study Status	X
RSA Issue	X
T-Hangars	X
King Lease	X
Other	

The Shelbyville Airport Authority Board met on March 9, 2015 at 1:00 p.m. at the Shelbyville Municipal Airport Conference Room. The meeting was called to order by Chairman Henderson at 1:00 p.m. A sign in sheet was provided for all members and guests to sign.

The first item of business was approval of the Agenda. Chairman Henderson called for any additions or deletions. There was one addition to the Agenda, Jet Fueler Lease. Member Wharton made a motion to approve the agenda as amended, seconded by Member Cazort, and approved unanimously upon oral vote.

The next item on the Agenda was approval of the minutes from the previous meeting of February 5, 2015. There being no corrections, Member Wharton made a motion to approve as submitted, seconded by Member Cazort, and carried unanimously upon oral vote.

Airport Manager Hank Williamson provided a review of the Manager's and Maintenance Reports. Highlights noted were that the weather in February was extremely poor as well as that fuel sales were even and that product sales and activity was down in February. City Manager complimented the addition of the business detail that includes the entities that use SYI to the Manager's Report. With no further discussion, Member Wharton made a motion to approve both reports, seconded by Member Cazort, and carried unanimously upon oral vote.

Reports on the status for Final Grant Application and TAC Meeting were the next item of discussion. This includes the North Ramp Rehab and the Lighting Electrical System Improvements. Airport Manager Williamson explained to the Board that as a result of inclement weather the original TAC Meeting was rescheduled for March 11, 2015, therefore a report is not available at this time. Airport Manager

Williamson noted that he anticipated approval on both projects. There was brief discussion by Member Wharton about how lighting project will coincide with grant.

The next item on the Agenda was the Airport Marketing Study Status. City Manager Johnson said that there was no report on this item.

Review and discussion of the RSA Issue-Creek/Report from Garver Engineering was the next item on the Agenda. Benson Hadley of Garver Engineering addressed the Board and presented a document of recommendations on said issue. It was noted that everything to the north and to threshold can be fixed with grading. Two options for the RSA correction would be to relocate, additional property acquisition or shift the runway to the north. There was also brief discussion on the calculated flow in the creek and if it could be piped and covered as well as the costs and environmental issues. City Manager Johnson inquired on the next step in the process. This step would be for a work order to be submitted to Garver. It was noted that there should be shown intent of correction to RSA issues. Member Cazort made a motion to authorize task order with Garver to begin the process of correcting RSA issues and evaluating options. The motion was seconded by Member Wharton and was approved unanimously upon oral vote.

Discussion of development of additional T-Hangars including design, grant availability, and local funding was the next item before the Board. The Design only Grant cost estimates were provided by Garver at the last meeting. The next step would be going to TAC in July. It was noted that an established wait list and letter of commitment from interested parties would be beneficial/helpful. There was brief discussion of the total 5% costs that would be the local match on the Grant. Garver will provide; it is anticipated that the design only portion (5%) would be approximately \$5,000. It was reported that the overall project is on track to go to TAC in July.

Consideration of renewal of King Lease, Hangar 7 was the next item on the Agenda. Airport Manager Williamson reported the only issue with lease was the square footage was inaccurate and has since been corrected. The lease is for 10 more years, then 5 more years two times. Member Wharton made a motion to approve the lease, seconded by Cazort, and carried unanimously upon oral vote.

There being no other items of Old Business, Chairman Henderson called for items of New Business.

Discussion on limits of airport responsibility for leased property was the first item of New Business. Airport Manager Williamson briefed the Board of a complaint of termites in Hangars. Airport Manager Williamson would like the Board's opinion on Airport responsibility on such matters. City Manager Johnson inquired on if the Airport Grounds were sprayed. Airport Manager Williamson reported that the grounds are not sprayed. There was discussion among the Board if the Airport's responsibly was just too exterior structures as expressed by Chairman Henderson. After discussion of the Board it was the Board's opinion that the Airport is not liable for such matters. City Manager Johnson inquired on if there was language included in lease agreements that state's that the airport is not liable as to which Airport Manager Williamson confirmed that there was such language included.

The final business item was discussion of the Airport Fuel Truck. Airport Manager Williamson reported that that Eastern Aviation had agreed to lease fuel truck to the Airport for \$1.00 per year. A Lease Agreement has been prepared. Member Cazort made a motion to approve the Lease Agreement contingent upon the City Attorney's review, specifically to paragraph's 8 and 12. The motion was seconded by Member Wharton and carried unanimously upon oral vote.


There being no additional business to come before the Board, Member Cazort made a motion to approve, seconded by Wharton, and carried unanimously upon oral vote. The meeting adjourned at 2:03 p.m.

Approved:

A handwritten signature in black ink, appearing to read "Jim Henderson", written over a horizontal line.

Jim Henderson, Chairman

Attest:

A handwritten signature in blue ink, appearing to read "Shanna Boyette", written over a horizontal line.

Shanna Boyette, City Recorder