

**Macon County Airport Authority  
Minutes for the Meeting Held January 31, 2017**

The Macon County Airport Authority holds its regularly scheduled meeting on January 31<sup>st</sup>, 2017. All members are present. Also present are: Joe Collins, Legal Counsel; Jimmy Luther, Project Engineer; Karl Gillespie, County Commissioner; Lori Hall, Finance Director; Neil Hoppe and Peggy Milton, airport FBO; Teresa McDowell, Clerk; Ryan Hanchett, The Franklin Press; Bobby Coggins, Macon Media; and Lisa Leatherman, Duke Power. Chair Gregory welcomes everyone and calls the meeting to order at 4:00 p.m.

**APPROVAL OF MINUTES FOR THE MEETING HELD NOVEMBER 29<sup>TH</sup>, 2017:** After a brief discussion, Member Schmitt makes a motion to approve the minutes as forwarded. Member Rhodes seconds the motion and it passes by unanimous consent.

**PUBLIC COMMENT SESSION:** None

**OBSTRUCTION LIGHTS REPORT:** Member Haithcock introduces Lisa Leatherman from Duke Power to the authority. Ms. Leatherman presents a map which indicates the locations of three of the obstruction lights, Windy Poplar, Dellwood Road and Roper Knob. Ms. Leatherman reports that Duke Power does have rights of way to these locations, but they were developed in 1972. Ms. Leatherman explains the locations on the map, stating that there is a primary line to Roper Knob, and secondary lines to the Dellwood Road and Windy Poplar Road sites. She continues by stating that it appears that all structures at Windy Poplar are in good shape, and that Duke staff members are scheduled to cut the line from overhead to underground at the Windy Poplar location starting tomorrow. In connection to the Roper Knob site, there are two (2) broken poles, and Duke staff is currently waiting on the availability of specialized equipment in order to repair these poles. Ms. Leatherman continues by stating that work orders have been received and processed and that work should begin shortly on all of these sites. Ms. Leatherman suggests that the MCAA assign each light a number so that work records regarding repairs on individual lights can be readily accessed. Member Haithcock and Ms. Leatherman will work on assigning the numbers. She continues by stating that Billy Ledford is the engineer for this project and that he will be working with the MCAA's contracted electrician. The discussion continues in connection to setting the MCAA up with e-billing for the electrical bills. Ms. Leatherman and Finance Director Hall will meet in connection to this. Member Haithcock asks for copies of the right of ways, with Ms. Leatherman stating that she will provide those, but that they are "persnickety" because they were developed so long ago.

**ENGINEERING REPORT:** Project Engineer Jimmy Luther states that there is not a lot to report regarding the construction component of the taxiway rehabilitation project. Construction will be started in the spring, and at this time it appears that all that is required has been forwarded to the DOA. Mr. Luther continues by stating that the DOA has developed some new processes which may initially result in a delay in connection to having bid packages approved.

Mr. Luther also reports that the MCAA will need to advertise for engineering firms that have the same qualifications as W.K. Dickson in order to satisfy competitive practices requirements. He said they will advertise in The Franklin Press.

Ms. McDowell explained that the final pay-off for Buchanan & Sons as contractors for the runway widening project, has been prepared, but is currently waiting on the provision of a new workbook from the DOA. This workbook is necessary in order to request reimbursements.

**KIOSK REPORT:** Member Jenkins continues to search for funding for a wide screen TV for the kiosk. There have been some discussions with TDA regarding this. Both Member Rhodes and Member Schmitt have seen people utilizing the kiosk, and it is suggested that the TV be a touch screen. Chair Gregory asks that a price for this type TV be presented at the next meeting.

**MAINTENANCE REPORT:** Member Haithcock states that there are some building issues that need to be reported. He continues by stating that the hangar next door is leaking, and that some of the lights are out. He also states that the heater upstairs is not working. He also reports that the water fountain is not working correctly. He states that the fuel farm continues to fill up, and needs to be drained after a rain. He states that the maintenance budget is looking good, and that the heating costs are down. Member Haithcock also suggests taking bids for clean up on the grounds, because it is much simpler to do it this time of year. He continues by stating that the wildlife management and draining on the airport concrete surfaces needs to be documented and that there is required paperwork which needs to be submitted to the state. He inquires of Commissioner Gillespie as to whether the county employs someone who does these types of monitorings for different agencies. Mr. Gillespie states that he will check and let him know.

**UPDATE OF 2017 BUDGET/PRESENTATION OF AUDIT REPORT:** Finance Director Lori Hall presents the audit report. She states that the audit is fine, and that the budget has grown a little. Currently the total budgeted is \$54,588.00, and the total spent is \$44,603.00. Ms. Hall continues by explaining about capital expenditures and that fund balance dollars can be designated for these type expenditures which are normally for a one time, expensive purchase.

**OTHER BUSINESS:**

The furnace that controls the heat for the lobby area is not working and may need to be replaced. The hangar roof leak will be addressed by the county maintenance department.

Member Rhodes questions why a security entrance gate, with a gate operator, cannot be installed at the front entrance. Currently if someone needs to access the airport area after hours, they will call Mr. Hoppe, who will meet them there or have another staff member meet them. DOT grants do not cover this type of gate per Mr. Luther, and they normally cost from \$7000.00 to \$8000.00 dollars. Member Rhodes states that he will submit an estimated price for an automatic gate operator at the next meeting.

The cameras that have been installed are working, but the provision of the link to the Franklin Aviation website has not been provided. Member Jenkins states that he will be meeting with Tony Angel and will ask him about this. Mr. Luther will also check to see if a voice message regarding the presence of the cameras can be integrated with the AWOS system.

Member Haithcock informs the authority that the North Carolina Airport Associations meeting is scheduled for March 26<sup>th</sup> through March 28<sup>th</sup>, 2017. Member Haithcock is planning on attending. Member Rhodes expresses interest in attending as well. Member Haithcock reports that the registration is due on February 26<sup>th</sup>, 2017.

There being no further business to discuss, Member Jenkins makes a motion to adjourn the meeting. Member Haithcock seconds the meeting and it passes by unanimous consent. The meeting is adjourned at 5:05 p.m.

Respectfully submitted:

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Pete Haithcock-Secretary