

**Macon County Airport Authority  
Minutes of the Regular Meeting Held on October 25<sup>th</sup>, 2011**

The Macon County Airport Authority holds its regularly scheduled meeting in its office at 1241 Airport Road, Franklin, North Carolina. Member Schmitt is absent. All other members are present. Also present are: Eric Rysdon, Project Engineer; Joe Collins, Legal Counsel, Peggy Milton and Neil Hoppe, airport FBO, Teresa McDowell, Clerk and Davin Eldridge, Macon County News. Chair Gregory welcomes all members and guests and calls the meeting to order at 4:11 p.m.

**APPROVAL OF THE MINUTES FOR MEETING HELD ON SEPTEMBER 27<sup>TH</sup>, 2011:** After a discussion, Member Corbin makes a motion to approve the minutes as forwarded. Member Jenkins seconds the motion and it passes by unanimous consent.

**PUBLIC COMMENT SESSION:** None

**ENGINEERING REPORT:** Mr. Rysdon reports that the runway extension punch list is almost complete, with only a couple of items left to address. He states that the close out is proceeding properly.

In connection to the pavement rehabilitation, the DOA priority is the apron repair. Mr. Rysdon states that he can put together a contract to include a design to be completed in the fall, a bid scheduled for late winter and construction to start in spring, 2012. Mr. Rysdon has been in touch with the Division of Aviation in connection to getting the grant for pavement rehabilitation facilitated. Mr. Rysdon also presents a contract for W.K. Dickson in connection to the pavement rehabilitation and asks the MCAA to approve said contract. Mr. Collins questions the availability of assured funding in order to enter into a contract for pavement rehabilitation, because although the grant has been awarded to Macon County, the grant contract has not been signed. He states that he finds it premature to enter into a contract for pavement rehabilitation design until the funding for the construction component is assured. Mr. Rysdon states that he has been in contact with DOA Project Manager, Dion Viventi, and that he has suggested that the MCAA proceed with the design component. Mr. Collins questions as to whether the bid for the design for this project should be advertised to other engineering firms, in order to solicit competitive bids. After further discussion, Member Corbin states that much time could be spent in soliciting engineering firm bids and Mr. Rysdon states that an advertisement for bids for an engineering firm was done recently. Therefore, Member Corbin makes a motion that the MCAA move forward with the pavement rehabilitation contract with W.K. Dickson as the engineering firm, based on the availability of funding. Member Jenkins seconds the motion and it passes by unanimous consent. Mr. Rysdon states that his firm will be able to start work on the apron design upon awarding of the contract. He

will ask Project Manager, Dion Viventi, for written verification in connection to the availability of the grant. Member Corbin then amends his motion to include that the proposal will be accepted, but the MCAA will not be responsible for any professional fees incurred for the pavement rehabilitation project unless the funding is awarded satisfactorily through the Division of Aviation. Member Jenkins seconds the amended motion and it passes by unanimous consent.

In connection to the “blanket contract” for the continuing use of W.K. Dickson’s engineering services, Mr. Collins will review and will have Chair Gregory sign if approved.

**DRAINAGE REPAIRS ON PROPERTY EAST OF THE FUEL FARM:** Chair Gregory states that there is a real concern regarding this area of the airport in that wildlife are attracted to it because of the tall grass and shrubbery, and the wildlife create a safety hazard. He states that clearing and draining this area is not very expensive, in that the current permit covers this area as well as the runway extension area. He asks that Mr. Rysdon prepare potential drainage plans by the next meeting date.

**OBSTRUCTION REMOVAL REPORT:** Member Haithcock reports that two (2) bids have been received for the obstruction removal project. One bidder is P.K.’s Tree Service and one is Appalachian Tree & Crane, Inc. The bid is structured to include two (2) phases, and both companies have submitted bids for both phases. After further discussion, Member Jenkins makes a motion to proceed with the obstruction removal project, and to award the North end area tree removal contract to P.K.’s Tree Service, since they submitted the lowest bid for that phase and to award the West end area tree removal contract to Appalachian Tree & Crane, Inc., since they submitted the lowest bid for that particular phase. He also includes in the motion the awarding of authority to Member Haithcock to negotiate change orders within the scope of a possible increase of five thousand (\$5,000.00) additional dollars. Member Corbin seconds the motion and it passes by unanimous consent. Chair Gregory commends Member Haithcock on his handling of this project, and states that he has “done a heck of a good job.” Mr. Collins also states that P.K.’s Tree Service should be reimbursed for the day that the staff spent marking trees, since that was of benefit to the airport and is an appropriate task for billing.

Member Haithcock also states that a height/zoning ordinance is in place in Macon County that affects reluctant home owners and states that this height ordinance dictates that safety hazards can be removed as necessary on private property. Mr. Collins states that even though this is an older ordinance, it is still relevant and would have to be adhered to.

**LANDSCAPING REPORT:** Chair Gregory commends Member Haithcock on the handling of the landscaping project. He states that the landscape areas are much improved, and that the landscaper did an excellent job.

**DISCUSSION OF INSURANCE FOR AWOS:** Chair Gregory states that the appropriate insured amount for the AWOS system is one hundred fifty thousand (\$150,000) dollars and states that Mike Woods of Wayah Insurance will include this rider with the regular policy if so directed by the MCAA. After a discussion, Member Corbin makes a motion to include this additional insurance rider with the regular policy. Member Jenkins seconds the motion and it passes by unanimous consent.

**UPDATE ON BLINDS INSTALLATION:** Member Jenkins updates the MCAA on the purchasing of blinds for the training room. He states that the samples presented by Budget Blinds of Asheville look fairly cheap and he has asked them to provide some gray cloth samples. Member Jenkins will consult with Peggy Milton upon receipt of the samples and will go ahead and have the blinds installed if the samples are satisfactory.

**OTHER BUSINESS:**

Mr. Hoppe reports that some of the parking lot lights are not working. Chair Gregory will check into this matter.

There being no further business to discuss, Member Jenkins makes a motion to adjourn the meeting. Member Corbin seconds the motion and it passes by unanimous consent. The meeting is adjourned at 5:10 p.m.

Respectfully submitted:

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Pete Haithcock, Secretary

