

**MACON COUNTY AIRPORT AUTHORITY**  
**Minutes for the Meeting Held February 28, 2017**

The Macon County Airport Authority holds its regularly scheduled meeting on February 28<sup>th</sup>, 2017. All members with the exception of Member Jenkins are present. Also present are: Legal Counsel, Joe Collins; Project Engineer, Jimmy Luther; Finance Director, Lori Hall; Clerk, Teresa McDowell; airport FBO Neil Hoppe and Peggy Milton; airport employee, Mark Bryson; Ryan Hanchett, The Franklin Press and Bobby Coggins, Macon Media. Chair Gregory welcomes everyone present and calls the meeting to order at 4:03 p.m.

**APPROVAL OF MINUTES FOR THE MEETING HELD JANUARY 31<sup>ST</sup>, 2017:** After a discussion, Member Rhodes makes a motion to approve the minutes as forwarded. Member Haithcock suggests a couple of changes in connection to wording, and then seconds the motion which passes by unanimous consent.

**PUBLIC COMMENT SESSION:** NONE

**APPROVAL OF AUDIT CONTRACT:** Ms. Hall reports that the audit contract costs, \$5675.00, are the same as last fiscal year. After a brief discussion, Member Rhodes makes a motion to approve the contract. Member Haithcock seconds the motion and it passes by unanimous consent.

**ENGINEERING REPORT:** Mr. Luther reports that the notice to proceed date for the taxiway project is April 3<sup>rd</sup>, 2017. Mr. Luther also reports on the letter sent to sponsors by the Division of Aviation stating that these letters contain time limits for grants which may be difficult to adhere to. He continues by stating that if the funds in the referenced grants are not spent, they may have to be surrendered to another airport. It appears that only three MCAA grants may have additional funding at this point, Grant #: 36237.1.11.3, with any remaining funding to potentially be re-granted to Macon County for continuation of the TRC environmental mitigations project per discussions with the DOA Project Manager, Jared Penny, Grant #: 36237.1.14.3, with any remaining funding being utilized for continued repair of obstruction lights, and 36237.1.14.2, the newest grant which is being utilized for rehabilitation of the taxiway. Mr. Luther states that more information will be forthcoming on March 31<sup>st</sup>, and that he will continue attempts to have any funding re-directed to the MCAA.

**KIOSK REPORT:** This agenda item is tabled until the next scheduled meeting.

**MAINTENANCE REPORT:** Member Haithcock states that a letter has been forwarded by the airport FBO, Neil Hoppe, which indicates maintenance issues which need to be addressed. These include; 2 furnaces are not working; the roof leak has not been repaired; and the gate lights are not working. Macon County Maintenance is involved with other projects at this time, and the MCAA may need to have these issues addressed without utilizing the maintenance department.

Member Haithcock purchased flags for the airport.

The solar panel and light box are missing at the end of the runway.

There is a tree on the airport grounds which is "split" and needs to be removed.

Member Haithcock reports that Duke Energy staff have not started repairs on the obstruction lights as of yet.

There are leaks in the terminal building around the windows. The wood is starting to rot and the water is starting to come through the walls upstairs.

Member Haithcock reports that contracts are needed for maintenance on the roadways, and that he will obtain two bids.

**WATER LINE INSTALLATION DISCUSSION:** Legal Counsel, Joe Collins, reports that he is currently working with David Phillips as a representative of Phil Drake, to develop a shared well agreement in connection to the water line which may be extended as far as the Drake hangar. If the agreement is satisfactory to all parties, Mr. Collins states that the water line will be 1" in diameter, with a "stub" for each hangar. He has sent a preliminary agreement to all parties, and once agreed upon, will be bringing it to the MCAA for review and approval. He continues by stating that no action will be taken until the authority sees the plans. Member Rhodes voices concerns that there is not a bathroom available to pilots/passengers after hours. He states that in many airports there are security options which will allow pilots and their passengers' access to the bathrooms, snack machines, and pilots' lounge. It is agreed that this is a topic for discussion, but is a separate issue from the water line matter. Member Haithcock explains the water testing process which is legally required if water supplies are being used by the general public.

**DISCUSSION OF FY2017-2018 BUDGET:** Member Haithcock presents the proposed FY2017-2018 operating budget, with the total amount budgeted being \$60,700.00. There have been decreases in various components of the budget, and increases in others. Ms. Hall states that it may be difficult to get an increase in the over-all budget amount this year, since an increase was approved last year. Member Haithcock continues by presenting a 5 year plan which includes improvements to the "old" FBO hangar, property clearance, and improvement of wildlife intrusion. The authority's consensus is agreement with the budget submitted, and approval will be an agenda item on the March 2017 agenda. The proposed budget and 5 year plan are attached and made a part of these minutes.

**OTHER BUSINESS:**

Member Rhodes questions as to whether grant funding may be used to install a gate operator at the main gate, which gate would utilize a key entry pad which in turn would record anyone who enters the grounds. He continues by stating that the installation is classified as addressing a security issue, in that there would be a record of visitors to the airport, key pad access would only be allowable for some patrons, and that a camera should be installed on the front of the building. Member Rhodes continues by stating that this gate, with limited access, should be locked during airport unstaffed hours. Project Engineer, Jimmy Luther states that he has been told by the DOA that the gate, even though it would secure the area, is not grant funded, and that there are questions as to whether the grounds should be locked during closed hours. He continues by stating that he will check into these issues with the Division of Aviation to determine if this is a grant allowable project.

There being no further business, Member Schmitt makes a motion to adjourn the meeting. Member Rhodes 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