

**Macon County Airport Authority
Minutes for the Meeting Held March 20th, 2018**

The Macon County Airport Authority holds its regularly scheduled meeting on March 20th, 2018 at the Macon County Airport. The meeting date was changed from March 27th, 2018 due to scheduling issues with some members. The necessary notices were posted and interested parties were notified as required. All members are present. Also present are Karl Gillespie, County Commissioner; Joe Collins, Legal Counsel; Lori Hall, Finance Director; Jimmy Luther, Project Engineer; Peggy Milton and Neil Hoppe, airport FBO; Ryan Hanchett, The Franklin Press; Teresa McDowell, Clerk; Rob Bruner from EAA; Mark Bryson; and Tally Bruner. Chair Gregory welcomes all of those present and calls the meeting to order at 4:03 p.m.

APPROVAL OF MINUTES FOR MEETING HELD February 27th, 2018: After a discussion, Member Jenkins makes a motion to approve the minutes as forwarded. Member Schmitt seconds the motion and it passes by unanimous consent.

PUBLIC COMMENT SESSION: None

ENGINEERING REPORT: Mr. Luther reports that they are in the process of submitting shop drawings and obtaining equipment for the electrical vault building. There is a discussion regarding an MOA with the Eastern Band of the Cherokees which was originated several years ago, and is associated with the first runway extension project. It has been determined by the Division of Aviation that the completion of the lab analysis of the associated property as commenced by TRC needs to be completed prior to starting any other projects which includes mitigation. Mr. Paul Webb of TRC has reported to the DOA, that the original contract between the MCAA and TRC did not include a sufficient amount to finish this project, based on the contents of the site, and they have asked that they be awarded \$193,000.00 additional dollars and be allowed an additional 18 months to finish the project. The DOA has recommended that the MCAA utilize the existing NPE funds in order to pay for a new contract to complete the lab analysis, and the DOA has continued by stating that the MOA originally developed with the MCAA and the Eastern Band needs to be signed. A signature will depend on the completed lab analysis. Chair Gregory states that he does not think that an 18 month completion schedule for the lab analysis is reasonable, and continues by stating that he is reluctant for the MCAA to put any projects on hold for this length of time. There is agreement that the NPE funds will be utilized for this purpose, and it is discussed that a county match will be required. Chair Gregory states that he wants this process to be streamlined in every possible way to include including e-mailing of documents etc. Mr. Luther states that the DOA, TRC and the MCAA will need to develop the contract and the necessary grant documentation. Mr. Luther and Member Haithcock will be attending the NCAA conference next week and will try to have some discussions with DOA staff regarding this matter.

MAINTENANCE UPDATE: Member Haithcock states that the fence repairs have commenced and that the contractor has moved the fence over in order to make the gate wider. The post has been bent and MCAA will be replacing the gate but not the post. Member Haithcock also states that the cherry picker truck needed to replace the hangar lights is in use in Highlands, and the lights will be replaced as soon as they have access to the truck. Chair Gregory states that the area around the drainage ditch needs to be cleared ASAP. After a discussion, Member Schmitt makes a motion to authorize Member Haithcock to

hire a contractor to bush hog the noted area for a cost up to and including the amount of \$3,000.00. Member Rhodes seconds the motion and it passes by unanimous consent. Member Haithcock continues by stating that the back door needs to be repaired. He is obtaining bids. Member Haithcock also states that a leak in the maintenance building needs to be addressed. He also states that the service contract for the phones needs to be reviewed. Commissioner Gillespie will assist him with this.

APPROVAL OF THE 2018 AUDIT CONTRACT: Finance Director Lori Hall presents the audit contract for review and states that there was a \$25.00 increase from last year. The cost of the audit contract is now \$5,700.00. After a discussion, Member Jenkins makes a motion to approve the contract as presented. Member Schmitt seconds the motion and it passes by unanimous consent.

DISCUSSION OF OPEN HOUSE/DATE-BUDGET: After a discussion, Member Haithcock makes a motion to schedule the Macon County Airport Open House for June 2nd 2018, and to ask the Commissioners for funding to help purchase food, and do advertising for the event, utilizing the same budgeted figures as last year. Member Rhodes seconds the motion and it passes by unanimous consent. Chair Gregory will appoint a committee to plan the details. Member Rhodes states volunteers will be needed. Rob Bruner of EEA is present to ask the MCAA about partnering with the EEA to plan a "Join the Flight Day" at the airport. The dates are November 2nd through the 4th, 2018. The flight day will include marketing, a media day, honoring veterans, food and potential tours/flights. After further discussion, Member Jenkins makes a motion to allow the EEA to hold the "Join the Flight Day" at the airport. Member Rhodes seconds the motion and it passes by unanimous consent. It is decided that Member Schmitt will be the liaison for this event.

EXECUTIVE SESSION: At this time, Member Jenkins makes a motion to move into executive session in order to discuss a contractual matter. Member Schmitt seconds the motion and it passes by unanimous consent. The authority goes into executive session at 4:56 p.m. After a discussion, Member Jenkins makes a motion to return to regular session. Member Schmitt seconds the motion, which passes by unanimous consent. The authority returns to regular session at 5:16 p.m. Upon the return to regular session, it is noted that Member Rhodes, Mr. Collins, Member Jenkins and Commissioner Gillespie will form a committee to discuss a proposal for services and to conduct discussions regarding the contractual matter, to involve discussion of a potential airport FBO.

OTHER BUSINESS: Member Haithcock states that the AWOS is not working and that a NOTAM has been issued.

There being no further business to discuss, Member Jenkins makes a motion to adjourn the meeting. Member Schmitt seconds the motion and it passes by unanimous consent. The meeting is adjourned at 5:40 p.m.

Respectfully submitted:

Pete Haithcock, Secretary-Treasurer