

Macon County Airport Authority
Minutes of the Regular Meeting Held on September 25th, 2012

The Macon County Airport Authority holds its regularly scheduled meeting in its office at 1241 Airport Road, Franklin, North Carolina. All members are present. Also present are: Eric Rysdon, Project Engineer; Joe Collins, Legal Counsel; Neil Hoppe and Peggy Milton, airport FBO; and Teresa McDowell, Clerk.

APPROVAL OF THE MINUTES FOR THE MEETING HELD ON AUGUST 28TH, 2012: After a discussion, Member Corbin 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-APRON REHABILITATION PROJECT AND DRAINAGE SYSTEM REPORT: Mr. Rysdon states that the contractors are on site and the first concrete pour took place on Friday. He also states that there are a couple of matters to “clean up”, but that so far the project is getting good consolidation. He reports that the weather has been cooperative so far, allowing adequate work days. Mr. Rysdon reports that the contractors are on day twenty-three (23) of the contract, and that they plan to work five (5) days per week. However if they get “pinched” on the schedule, they will work on Saturdays. The contract calls for the project to be completed in one hundred twenty (120) days. Mr. Rysdon states that it will take six (6) pours to do the entire length, at nine (9”) inches thick, and that the contractors are making good progress.

In connection to the drainage system progress, Mr. Rysdon states that Macon County personnel has bush-hogged the relevant area and that he is pleased that the area was fairly dry after the heavy rains. He is pleased at the condition of the area and the fact that the consolidation of the drainage with the apron rehabilitation project has worked out so well. Member Jenkins asks that Mr. Rysdon explain about continuing to use leased trucks for the single point fueling, even after the project is completed. Mr. Rysdon states that he will check into the particulars of a continuing lease. He states that the cost of a long term lease may be negligible in comparison to the cost of a new system.

Chair Gregory asks Mr. Rysdon about the lighting project being included in the apron rehabilitation project, and Mr. Rysdon states that DOA Project Manager, Dion Viventi, realizes that there is a need for the new lighting, and is looking at funding for that in next year’s funding cycle.

OBSTRUCTION REMOVAL REPORT: Member Haithcock states that he now has a map available which indicates a better idea of which obstructions need to be removed. He has received three (3) bids, with the highest be eighteen thousand (\$18,000.00) dollars and the lowest being eighty one hundred (\$8,100.00) dollars. However the lowest bid does not include the cost of workmen's compensation insurance, which is required. Member Haithcock states that these bids are for removal of obstructions on the north end of the runway only. Currently, Member Haithcock has received bids from PK Tree Service, Carpenter Tree Service (Truman Rogers) and Appalachian Tree Service (Dennis Stamey). Member Jenkins states that he has received a call from Dennis Stamey, and states that Mr. Stamey said that he was promised the job by Member Haithcock. Member Haithcock states that he told Mr. Stamey that the lack of workman's compensation insurance proof offered by other bidders, had put Mr. Stamey in a good position to get the bid, but that he did not guarantee him the job. The Authority suggests that Member Haithcock re-submit the job for bids, and ask that any workmen's compensation costs be included in the bids. It is also suggested that Member Haithcock include a start date, and a more detailed description of the work involved. The funding available for this project is eighteen thousand five hundred (\$18,500.00) dollars, but more funding may become available through the Department of Aviation. It is suggested that Member Haithcock rewrite the scope of the project to include a more detailed job description, including a start and completion date for the project, mandate that proof of workman's compensation insurance be provided, and call a mandatory meeting with the bidders to brief them on the project expectations. After further discussion, Member Schmitt makes a motion to give authority to Member Haithcock to award the project to the lowest bidder, as long as the bid includes the scope of the project, a start date and deadline for the project, and proof of workman's compensation insurance, or proof of the ability to retain said insurance, and as long as the bid amount does not exceed eighteen thousand five hundred (\$18,500.00) dollars. Member Corbin seconds the motion and it passes by unanimous consent.

DISCUSSION OF LANDSCAPING ISSUES/PROGRESS, INCLUDING PERPETUAL LANDSCAPING CONTRACT: Chair Gregory states that a budget line item needs to be included in the budget for next fiscal year which will be utilized for perpetual landscaping. He estimates that an additional five thousand (\$5,000.00) is sufficient. After further discussion, Member Corbin makes a motion to include an additional five thousand (\$5,000.00) dollars in next fiscal year's budget for perpetual landscaping care for the airport front entrance area, along the sides of the access road (where the crepe myrtles are located) and for the median area located in the center of the terminal parking area. Member Jenkins seconds the motion and it passes by unanimous consent.

AUTHORIZATION OF SIGNING OF AUDIT LETTER: After a discussion, Member Jenkins makes a motion to authorize Chair Gregory to sign the Martin Starnes audit letter (service extension agreement) on behalf of the MCAA. Member Schmitt seconds the motion and it passes by unanimous consent. This letter is attached and made a part of these minutes.

DISCUSSION OF IDENTIFYING SIGN ON TERMINAL BUILDING: After a discussion regarding gathering information for the purchasing of identifying signs for the airport terminal facility, Member Corbin volunteers to research the sign matter and report his findings back to the MCAA at a later date. It is noted that identifying signs will improve the curb appeal of the terminal building.

OTHER BUSINESS:

Mr. Rysdon reports that the PAPI lights are installed, and hooked up, but are not certified. He states that the FAA has to do the certification and he will follow up on this matter.

Mr. Hoppe reports that the AWOS is still not working properly. It cannot receive a signal and both monitors have not been installed. Mr. Rysdon will follow up on this matter.

Mr. Hoppe presents the MCAA with the lease agreement check for the upcoming year in the amount of three thousand nine hundred (\$3,900.00) dollars. The due date for this payment is October 1 of each year.

After a discussion, Member Jenkins makes a motion to approve accepting and paying the premium payment options for liability insurance as presented by Alexander Aviation Associates, Inc. This coverage will be effective as of October 15, 2012 and will continue until October 15, 2013, and the total premium amount is two thousand five hundred (\$2,500.00) dollars. Member Schmitt seconds the motion and it passes by unanimous consent.

Chair Gregory reports that he has been contacted by Rhodes Brothers regarding the pavement issue that has been previously discussed in connection to the runway extension project. It is the consensus of the MCAA and their legal counsel, that this matter has been resolved previously, and that Rhodes Brothers should contact the general contractor who is under bond, rather than the MCAA in connection to this matter.

There being no further business, 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 5:21 p.m.

Respectfully submitted:

Pete Haithcock
Secretary