

## Airport Authority Meeting Minutes

**Regular Meeting:** February 4, 2021

**Place:** Shelbyville Recreation Center, 220 Tulip Tree Road, Shelbyville, TN

**Call to Order:** The meeting called to Order by Chairman Wayne Hitchcock 12:01 PM

**Roll Call:** A sign-in sheet was passed around for Roll Call and the following were present: Member Helene Wharton, Chairman Wayne Hitchcock, Councilmember Rick Overcast and Member Eric Cazort. Also present were Airport Director Paul Perry, City Attorney Ginger Shofner, Airport Operations Coordinator, City Recorder Lisa Smith, and Lacey Cartwright. Members Erick Larson and David McGee, II were absent. Additionally, Joe and Linda Roberts with the Shelbyville Flight Academy and David Augustin and Allen Howell were present for the meeting. A quorum was declared and the meeting open for business.

**Consideration of a motion to approve the Agenda: Member Wharton made a motion to approve the Agenda, Member Cazort seconded, and the motion carried unanimously upon oral vote.**

**Consideration of a motion to approve the minutes of the previous meetings:** The minutes from the regular meeting of January 7, 2021 were up for approval. Hearing no corrections or additions, **Member Wharton made a motion to approve, Member Cazort seconded, and the motion carried by unanimous oral vote.**

### **Reports:**

Director Perry then gave his monthly reports advising that the weather becomes a concern at this time of year and extra steps are taken in minimize ice around the fuel farm and hangar doors. The Maintenance Companies on the field have been busy but the Flight School activity has been a little slow again due to the weather. Another notable item is that the Flagship Detroit has returned to the Airport.

In the Maintenance Report he advised a load of JetA and 100LL were purchased this month and the 100LL prices are on the rise at .18 cents higher than this time last year. The Self-Serve numbers continue to rise. All monthly checks have been completed and some work was required on the forklift due to the age. A professional service technician had to be brought in to replace four (4) hoses and a beacon light was installed on the forklift to run anytime the engine is on. Public Works came and repaired a broken pipe between the Fire Hall and the Quonset Hut also installing a cutoff switch while the ground was open. Other items noted were refreshing the mulch around the terminal and emptying the septic tank twice during the month.

Perry advised that Enterprise had accepted the terms of the new contract approved by the Authority at last month's meeting. They have begun the electrical work needed to handle the increase needed for the upgrades.

Financial Reports were sent to members prior to the meeting and there were no questions concerning these. **Member Wharton made a motion to approve all reports, Member Cazort seconded, and the motion carried unanimously by oral vote.**

**OLD BUSINESS - None**

**NEW BUSINESS**

**Shelbyville Flight Academy:** Chairwoman Hitchcock introduced Joe Roberts of the Shelbyville Flight Academy. Mr. Roberts and his wife, Linda both spoke to the Board advising they had started the Flight Academy five years ago and it is now a 141 operation, the highest accreditation in flight schools. The Roberts thanked the members of the Board as well as the City of Shelbyville for their support over the years and advised they will be transferring ownership of the Shelbyville Flight Academy to David Augustin and Allen Howell. Roberts also noted that the Airport is a magnet for the City, which is growing, and the Airport needs to grow also. Allen Howell spoke and thanked the Roberts for choosing them to take over the Flight Academy. He further advised he and Mr. Augustin are excited to be here and plan to invest a lot of time and effort at the Airport to continue the vision of the Roberts. Director Perry presented a plaque to Joe and Linda and thanked them for their efforts.

Perry then advised that the transfer of the Leases for the T-Hangars and an end storage unit had been handled in house, however the Lease for the Quonset Hut and the Operations Agreement must come before the Board. He noted the current Operations Agreement will expire in May of this year. City Attorney Shoffner reviewed the Lease and Operations Agreement which are with the Shelbyville Flight Academy, LLC and Perry noted that this is just a matter of a change of owners of the LLC. Attorney Shoffner advised there is a clause in the Lease that allows for the assignment. **Member Wharton made a motion to assign the rights of the Quonset Hut Lease and Operations Agreement to the new owners of the Shelbyville Flight Academy, Member Cazort seconded, and the motion carried unanimously by oral vote.** Chairman Hitchcock thanked the Roberts for their insights and stated you can see the results of their efforts.

**Aviation Day 2021:** Director Perry stated Aviation Day is currently set for the last Saturday in April. He noted this is a lot of planning required and he wanted some guidance from the Authority on continuing or rescheduling. After a short discussion the decision was to move Aviation Day 2021 to September 25<sup>th</sup>.

**Announcements:** Director Perry advised there will be a blood drive at the Airport on February 10<sup>th</sup>.

**Citizens Comments:** None

**Adjourn:** With nothing further to discuss **Member Cazort made a motion to adjourn, Member Wharton seconded, and the motion carried unanimously by oral vote.** Meeting adjourned at 1:03 PM.

Approved:

  
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Chairman Wayne Hitchcock

Attest:

  
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City Recorder, Lisa Smith