

Airport Authority Meeting Minutes

Regular Meeting: March 3, 2022

Place: Shelbyville Municipal Airport, Board Room, Shelbyville, TN

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

Roll Call: A sign-in sheet was passed around for Roll Call and the following were present: Member David McGee, II, Chairman Wayne Hitchcock, Councilmember Rick Overcast and Member Helene Wharton. Also, present were City Attorney Ginger Shofner, City Recorder Lisa Smith, Airport Director Paul Perry, Airport Staff Becky Barnes, and Vivian Huggler. Member Eric Cazort and Member Erick Larson were absent. A quorum was declared and the meeting open for business.

Consideration of a motion to adopt the Agenda: Chairman Hitchcock requested a motion to adopt the Agenda. With nothing to add, **Member Wharton made a motion to adopt the Agenda as presented, Member McGee seconded, and the motion passed by unanimous oral vote.**

Consideration of a motion to approve the minutes of the previous meeting: The minutes from the regular meeting of February 3, 2022, were up for approval. Hearing no additions or corrections, **Member McGee made a motion to approve the minutes, Member Wharton seconded, and the motion carried by unanimous oral vote.**

Reports:

Director Perry gave the monthly manager's reports advising a news article at the beginning of the month referenced MTSU and the relocation of their Aerospace Department to Shelbyville. He advised this is in early stages with MTSU requesting funding from State of Tennessee. Perry advised the Airport Layout Plan has begun with a conversation with Tennessee Aeronautics Division and our consultants. The EAA breakfast numbers were low this month due to the weather. Even with cold weather and the low ceilings there were still close to 4,000 operations for the month.

In the Maintenance Report Perry stated we took two (2) loads of both JetA this month. He then covered some maintenance on vehicles which included putting a kill switch on the flatbed and preventative maintenance on the T-Hangars which was completed with no major issues. The sewer project is out for bids which will be opened on the 15th and going to the City Council in April.

Director Perry advised the January Financial Reports were included in the meeting packet and ask for any questions. There was a request to have Kay Parker, City Treasurer at the next meeting by zoom or to hold the meeting at the Recreation Center for her to be able to attend. With no further discussion, **Member Wharton made a motion to accept all reports, Member McGee, and the motion carried unanimously by oral vote.**

OLD BUSINESS:

Land Lease Request - DeWeese: Director Perry advised these parties had requested a copy of our Standard Land Lease and he had forwarded that to them. With Mr. DeWeese not being present at this meeting **Member McGee made a motion to defer this matter, Member Wharton seconded, and the motion carried by unanimous oral vote.**

NEW BUSINESS:

Land Lease – Azure: David Augustin with Azure Flight Support spoke to the Board with a request for a land lease on approximately 7.1 acres of Airport property for the purpose a hangar, ramp, parking all for flight training. Chairman Hitchcock requested if there would be an area for run-up. Mr. Augustin advised yes that had been taken into consideration. Augustine advised by the next meeting he would provide a survey of the proposed area. The area will hold thirty (30) planes as tie-downs with a small maintenance hangar. This area is located on the south side of the Feed Store. Chairman Hitchcock questioned if this would leave the Airport enough room to build additional hangars and Director Perry stated yes there would still be plenty of acreage. Perry advised the Sewer project can be adjusted to incorporate this project as it is just now in the bid process. Perry further advised the entrance gate in that area will have to be relocated to the entrance to the T-Hangers and the flight students would only be able to access the runway through a building. Augustin who operates the Flight School stated this would be in addition to what they currently lease for the Flight School. Director Perry advised he would like to see this handled similar to the recent one with Stewart which was approval of a construction Lease. **Member McGee made a motion to forward this request to the City Council with a favorable recommendation to approve a Construction Land Lease for Azure based on the already approved Construction Rate of \$.30 a square foot for a maximum of two (2) years, Member Wharton seconded, and the motion passed unanimously upon oral vote.**

Taxiway Design Grant Request: Director Perry stated he needs approval to request funds from the State of Tennessee. He noted these projects are all on the ACIP, the first one is the Taxiway Design Grant, and the other is Hangar Design Grant. The Taxiway will utilize set asides for Grant moneys and the second is through Bipartisan Infrastructure Law (BIL). The set aside for BIL is \$150,000 which would be utilized to do the design for the \$2 million jet hangar recently approved by Council. **Member Wharton made a motion to approve these request, Member McGee seconded, and the motion carried by unanimous oral vote.**

Hangar Design Grant: This item was discussed with the pervious item.

Other Business: Chairman Hitchcock ask for an update on the request to City Planner Waleed Albakry to have something placed in Deeds of new homeowners advising them of the closeness of the Airport. Director Perry stated he has spoken to Albakry, and he was good with making that happen. Perry stated he would get back with him and provide an update. Perry noted there had also been some discussion with the County on this matter also.

Chairman then questioned the Solar Farm that will be across the highway. Perry advised he wrote a letter concerning the glare and the Solar Farm advised they had done a glare analysis and could make adjustments as needed.

Hitchcock then advised that Councilmember Feldhaus has requested an alternate location for the jet hanger and would like to see it located where the current Quonset Hut is as that may be a quicker and cheaper option. Perry stated they could look into it. He noted the current suggested spot will open up that whole area and if the Quonset Hut is removed, he would need places to put the current occupants of that hangar.

Citizen Comments: None

Adjourn: Member McGee made a motion to adjourn, and Member Wharton seconded. The meeting adjourned at 12:57 PM.

Approved:


Chairman Wayne Hitchcock

Attest:


City Recorder, Lisa Smith