

Airport Authority Meeting Minutes

Regular Meeting: March 4, 2021

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

Call to Order: The meeting called to Order by Vice-Chairman David McGee, II at 12:04 PM

Roll Call: A sign-in sheet was passed around for Roll Call and the following were present: Vice-Chairman David McGee, II, Member Helene Wharton, Member Erick Larson, Councilmember Rick Overcast and Member Eric Cazort. Also present were Airport Director Paul Perry, City Manager Josh Ray, City Recorder Lisa Smith, and Lacey Cartwright. Chairman Wayne Hitchcock was absent. Additionally, Allen Howell with the Shelbyville Flight Academy was 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 February 4th were up for approval. Hearing no corrections or additions, Member Larson made a motion to approve, Member Wharton seconded, and the motion carried by unanimous oral vote.

Reports:

Director Perry gave his monthly reports advising that a truck had gone through the fencing on Airport Road so there were some reflector lights put up with a sign stating sharp turn ahead. A blood drive hosted by Blood Assurance was set-up at the Terminal on the 10th of the month and they will be returning for Aviation Day in September. Perry noted we were the only local airport that was able to remain open the full week of snow and ice, however the terminal did close early on Tuesday the 16th. A plane took a hard left of the runway and ended up down in a ditch on the 25th but there were no injuries.

In the Maintenance Report he advised fuel numbers dropped a little last month mostly due to the weather. The Jet Fuel was filtered twice but still cloudy due to the extreme drop in temperature. All regular vehicle checks were completed along with replacing the starter on the Dodge maintenance truck and some additional work on the forklift.

Pipes in the restroom at the Maintenance Shop burst during the cold temperatures. They were repaired and an insulated box was built to cover the piping exit. Member Larson ask about a problem with the runway lights blinking at dusk. Perry stated he had been advised but he could not duplicate the incident and did not see any issues. He noted the lights can be adjusted otherwise the only other thing to do would be to replace them with higher intensity. Member Cazort made a motion to approve the Manager's and Maintenance Reports, Member Larson seconded, and the motion carried unanimously by oral vote.

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

OLD BUSINESS

Updates & Reviews: Director Perry gave an update on a new CRRSSA Act Grant that will give funds to Airports from the State of Tennessee. We will receive \$13,000 with no local match and can cover fuel costs so one load of fuel will cover that amount. Perry further advised the Airport has been dropped from a Regional to Local designation which affects the amount of dollars we receive for Grants like this, in this case around \$10,000.00 less. Attorney Shofner noted she would like to receive a statement from the State as to why this has happened and alert Council. Perry stated he would reach out to the Planning Office for an explanation.

The next item for update was the Security Fencing with Perry advising this project is out for bids which will be opened on March 18th. Perry then went over the proposed areas for the three (3) gates as well as some of the functions. Completion of the project is currently set for the end of June and will be an all-card system, no codes.

An update on the Sewer Project was the next discussion. Perry advised Graver Engineering has been contacted to develop a plan to move forward. The initial discussion placed the cost around \$600,000, after that it was changed to a grinder pump system which is closer to around \$150,000 which was budgeted for this item. There will then be a pumping station that will pump back across the street. There was then some discussion concerning the need for an easement on the other side of the Highway and possible problems with property owners with Attorney Shofner advising that should not hold up the project. Perry stated the hope is to complete this project this summer. City Manager Josh Ray went over how the grinder pump system works.

This final item discussed was the Capital Improvement Plan. Perry noted that the State plan had been adjusted and the State does not want us to use any other Grant funds until we fix any deficiencies in pavement. He advised this is a Statewide issue. Another item that the State has pushed up the list is a new Airport Layout Plan which cost around \$200,000. He stated the State likes these redo every ten (10) years. Perry stated he would like to request the new taxiway to get to the proposed area for new hangars had been moved down the State list and therefore he would like to request it be added to the City's Capital Improvement Plan. Member Larson stated he would like to see the terminal updates completed and more hangar space. Councilmember Overcast discussed a new digital sign and would look nicer and could be used to advertised City events.

NEW BUSINESS

None:

Announcements: Member Wharton advised EAA is hoping to restart the Fly-in Breakfast on the 4th Saturday in March and if not then April.

Citizens Comments: None

Adjourn: With nothing further to discuss **Vice-Chairman McGee declared the meeting adjourned at 1:43**

PM

Approved:


Vice-Chairman David McGee, II

Attest:


City Recorder, Lisa Smith