

Airport Authority Meeting Minutes

Regular Meeting: June 3, 2021

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

Call to Order: The meeting 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 Erick Larson, Member Eric Cazort, Member Helene C. Wharton, Member David McGee, II, Chairman Wayne Hitchcock and City Councilmember Rick Overcast. Also, present were Airport Director Paul Perry, and Lacey Cartwright. City Recorder Lisa Smith was absent. 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 as submitted, 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 May 6, 2021, were up for approval. Hearing no corrections or additions, Member Cazort made a motion to approve, Member McGee seconded, and the motion carried by unanimous oral vote.

Reports:

Director Perry gave the monthly manager's reports noting the Airport had their annual inspection and passed with flying colors. They did make note of faded markings along the taxiway and Perry advised he already had the paint on hand and was working with Public Works to get that completed. Additionally, he stated the Grant from Aeronautics had been approved for the Security Gates.

In the Maintenance Report Perry there was some discussion concerning the delay in receiving fuel deliveries, noting it is caused because of a driver shortage caused by COVID. The Public Works Department have completed a drainage improvement outside the Fire Hall. The insulation in the North Hangar was repaired, Perry noted this is an ongoing problem that will need to be completely replaced at some time in the future. Perry advised the Runway End Identifier Lights are fully functional after receiving parts that had been on order for a while. Member Cazort question if there was a requirement to inspect these lights. Perry stated no but he does daily, and they are adjusted from time to time if needed.

Director Perry reviewed the Financial Reports noting a few mistakes in posting that City Treasurer Kay Parker had corrected. Member Larson then made a motion to approve all reports, Member Wharton seconded, and the motion carried unanimously by oral vote.

OLD BUSINESS:

Non-Aeronautical Land Lease: Member David McGee advised that he and the other member of the subcommittee had not been able to get together as much as needed and would like to defer this discussion until next month. There was a short discussion concerning the requirements for Non-Aeronautical Land Leases and the prospective business considering one of the front lots. Member Larson stated he felt it would be beneficially to have a lease and rates already established so when someone approaches the Airport the information is readily available.

NEW BUSINESS: None

Announcements: Member Larson gave an update on the National Air Transportation Association (NATA) action he advised about last month. He noted the standard did go into effect and he urges the City move forward with the wavier letters.

Citizens Comments: None

Adjourn: With nothing further to discuss Member Larson made a motion to adjourned at 1:12 PM, Member Cazort seconded, and the motion carried unanimously by oral vote.

After adjournment the member reconvened at 1:14 PM and Member Larson made a motion to cancel the July meeting of the Airport Authority due to the July 4th holiday, Member Cazort seconded, and the motion carried unanimously by oral vote.

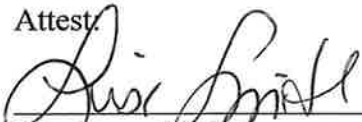
Member Larson then made a motion to adjourn are 1:17 PM, Member Wharton seconded, and the motion carried unanimously by oral vote.

Approved:



Chairman Wayne Hitchcock

Attest:



City Recorder, Lisa Smith