

**THE MACON COUNTY AIRPORT AUTHORITY**  
**Minutes of the Meeting Held on October 26<sup>th</sup>, 2021**

The Macon County Airport Authority holds its regularly scheduled meeting on Tuesday, October 26<sup>th</sup>, 2021 at the Macon County Airport. All members are present. Also present are Legal Counsel Joe Collins, Jimmy Luther, Project Engineer and Teresa McDowell, Clerk. Chair Schmitt welcomes all present and calls the meeting to order at 4:07 p.m.

**APPROVAL OF MINUTES FOR THE MEETING HELD ON SEPTEMBER 28<sup>TH</sup>, 2021:** After a brief discussion, Member Shuler makes a motion to approve the minutes as forwarded. Member Horton seconds the motion and it passes by unanimous consent.

**PUBLIC COMMENT SESSION:** None

**OLD BUSINESS:**

**UPDATE ON THE MCAA/DRAKE LEASE REVISION:** Mr. Collins reports that he has checked with the FAA in connection to the lease revision. He has been informed that the former compliance officer who was reviewing the lease has resigned, and there will be a delay until a new compliance office is assigned to review this matter.

**ENGINEERS REPORT (FUEL FARM FUNDING UPDATE):** Project Engineer Jimmy Luther presents a report in connection to the fuel farm project. He states that the pre-bid meeting is scheduled for November 4<sup>th</sup>, 2021 at 11:00 a.m. at the Macon County Airport. He continues by stating that any interested bidder may attend. The actual bid opening is scheduled for November 18<sup>th</sup>, 2021. He continues by stating that any contractor who meets the bid criteria will also have to meet the Division of Aviation requirements for bid solicitation. He continues by stating that WK Dickson staff is currently canvassing potential bidders. It is required that three (3) bids be submitted. If they do not receive three (3) bids, the engineers will accept bids again in seven (7) to nine (9) days. This process will continue until a bid is awarded. There is a potential sixty (60) day contract review, and the contract is based on a "not to exceed" amount. The contract required project completion days begins once the equipment is on site. WK Dickson staff has completed the design. The potential completion date for the construction phase of the project is Spring of 2022. After further discussion, Member Horton makes a motion to proceed with the construction project, contingent on contract approval by the Division of Aviation. Member Shuler seconds the motion and it passes by unanimous consent. Mr. Luther requests that FBO David Phillips be present at the pre-bid meeting in order to discuss arrangements for the airport to provide fuel during the construction period when the fuel pumps will be out of service. A NOTAM may need to be issued during the construction phase to notify pilots that a crane fifty (50') feet in height will be on-site.

**UPDATE ON UPSTAIRS REMODEL PROJECT:** Member Haithcock reports that the re-model of the upstairs of the terminal building is going well. The restrooms are installed, and the framing has been completed. It has been determined that an elevator to the upstairs is not necessary.

**NEW BUSINESS:**

**REVIEW OF THE AIRPORT RETREAT:** Member Horton reports that the retreat was very well attended, and turned out very well. He continues by stating that good information was provided from all parties and that the authority should do a retreat more often.

**REVIEW OF THE COMMISSIONERS MEETING/GRANT REQUEST:** The MCAA members attended the Commissioners' meeting on October 12<sup>th</sup>, 2021. Chair Schmitt and Vice Chair Horton presented the commissioners with a review and progress report of the Macon County Airport Authority and of the progress that has been made at the Macon County Airport. They also requested a match for the Fuel Farm Design/Construction project, with an overview of the project and the fact that the Division of Aviation provides ninety (90%) percent of the project funding. After further discussion, the Macon County Commissioners voted unanimously to award the matching grant percentage. The match awarded was one hundred ten thousand five hundred (\$110,500.00) dollars, with the division of aviation providing the additional ninety (90%) percent. This grant is for the Fuel Farm Design/Construction, Project Request No. 2944, Grant #36244.2.112.1.

**DISCUSSION OF POTENTIAL DECEMBER/CHRISTMAS MEETING:** The authority is in agreement that a Christmas Banquet should be held at the Macon County Airport this year. A date of Thursday, December 9<sup>th</sup>, 2021 at 6:00 p.m. is selected with Thursday, December 2<sup>nd</sup>, being chosen as an alternate date. The members will begin making arrangements for this banquet.

**OTHER BUSINESS:**

It is reported that the AWOS is not working correctly. It is then determined that FBO David Phillips needs to contact Jimmy Capps with the Division of Aviation for needed repairs.

It is determined that FBO Phillips should be available to provide the financial reports to the authority at the authority meetings.

Mark Davidson and Lisa Edwards have forwarded a letter regarding an award for five thousand (\$5,000.00) dollars which is hosted by the Federation Aeronautics International and is to inspire young people who are interested in aeronautics. The award may be applied for by interested parties.

There being no further business to discuss, Member Haithcock makes a motion to adjourn the meeting. Member Rhodes seconds the motion and it passes by unanimous consent. The meeting is adjourned at 5:09 p.m.

Respectfully submitted:

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Pete Haithcock-Secretary