

The Macon County Airport Authority
Minutes of the Regular Meeting Held on October 31st, 2023

The Macon County Airport Authority holds its regular meeting on October 31st, 2023 at the Macon County Airport. All members are present. Also present are Senator Kevin Corbin; Legal Counsel, Stuart Sloan, Project Engineer, Greg Kershaw; Airport Manager, Sabrina Sloan; County Commissioner, Gary Shields; Lori Carpenter, Finance Director; and Clerk, Teresa McDowell. Chair Schmitt welcomes all present and calls the meeting to order at 4:00 p.m.

APPROVAL OF MINUTES FOR MEETING HELD AUGUST 29TH, 2023 (NO MINUTES FOR SEPTEMBER 26TH-NO QUORUM): After a brief discussion, Member Haithcock makes a motion to approve the minutes as forwarded. Member Rhodes seconds the motion and it passes by unanimous consent.

PUBLIC COMMENT SESSION: NONE

ZOOM MEETING-AUDIT REPORT-MARTIN STARNES: The Martin-Starnes Staff reports that there were no findings when preparing the audit for the Macon County Airport/Authority. There are no red flags and the Financial Director provided all necessary information for the audit. The audit findings resulted in a clean opinion for this audit.

OLD BUSINESS:

ENGINEERS REPORT-REVIEW OF 5010 REPORT: Greg Kershaw reports that the DOA and FAA staff suggests that the authority should move forward with projects other than the runway extension at this time. He suggests that the projects should be designed; the CATX prepared and then see what happens regarding approval. This would be for projects involving hangers, tree removal etc. Currently there are obstructions on either end of the airport, but they are located on adjacent properties that are privately owned. Mr. Kershaw also states that there are COVID funds in the amount of approximately fifty thousand (\$50,000) dollars available that can be utilized for operation and maintenance. These funds could be utilized for addressing the smaller projects, which are listed on the 5010 report. He suggests hiring one contractor to address all the issues contained in the report in order to streamline the billing process. Member Haithcock has concerns regarding the obstruction lighting, but Airport Manager Crone states that these lights are maintained twice per year, and should be fine. Mr. Kershaw continues by stating that once comfortable with the 5010 report, he will send a spreadsheet to the DOA with the responses, which will indicate that the authority is addressing the 5010 report issues. Chair Schmitt asks that Mr. Kershaw proceed with this project. The next step will be a work authorization, which then will be forwarded to the DOA for review. There is a discussion about the provision of water and sewer to the airport facility. Member Horton states that he has a report regarding this and he will have it forwarded to Mr. Kershaw. There is also a discussion regarding the need for more apron area, and the eventual construction of hangers. Utilization of the NPE funds for this project is discussed. The 2020 and 2021 funds are available, but the local match is required. Mr. Kershaw will start drafting the work authorization regarding these issues and states that a joint project between the Town of Franklin and the airport should be discussed in connection to the provision of water and sewer services. At this point, there is not enough grant money available for this complicated, sizeable project.

FOLLOW-UP ON HANGAR REPAIR FUNDING: Senator Corbin is available and informs the authority that seventy-five thousand (\$75,000) dollars has been appropriated to the airport authority for the

repair/remodel of the hangar building adjacent to the terminal building. The plan for the remodel includes a multi-purpose room for use as a workspace and group meeting room. Finance Director Carpenter states that she would like to see this project billed through a reimbursement program, and it is stated that the funds will flow through the Southwest Commission, with a contract being developed through the Southwest Commission and the Macon County Airport. The conversation continues with the priority need for hangars. This is a priority for the authority since several of the hangars need to be replaced.

DISCUSSION-VIRTOWER PURCHASE/AGREEMENT WITH DIVISION OF AVIATION: After a discussion it is determined that, the authority wants to participate with the installation off the VIRTOWER system, which will provide software to the airport, which will involve counting aircraft, and developing a series of reports among other things. A budget amendment will need to be developed. After the discussion, Member Shuler makes a motion to amend the budget as needed in order to purchase the software. Member Halthcock seconds the amendment and it passes by unanimous consent. The cost of the software is six-thousand (\$6,000) dollars with three thousand (\$3,000) dollars being paid through the Division of Aviation. Clerk McDowell will follow up with the application process.

NEW BUSINESS:

DISCUSSION OF CHRISTMAS BANQUET: The date for the banquet is set for December 7th, with a follow up date of December 14th. Clerk McDowell will start making the arrangements for the event.

DISCUSSION OF POTENTIAL COMPREHENSIVE MEETING INCLUDING MULTO-YEAR INITIATIVES WITH DIVISION OF AVIATION IN RALEIGH: POTENTIAL DATES FEBRUARY 22, 2024 OR MARCH 21, 2024:

After is discussion it is determined that Member Horton will attend this meeting. The date and time slot chosen are February 22nd, 2024 from 9:30-11:30 a.m.

OTHER BUSINESS:

Airport Manager Sabrina Crone reports that five thousand one hundred ninety eight dollars and ninety-three cents (\$5198.93) has been deposited to the airport for rent/deposits for the second quarter of January to June 2023.

It is discussed that the lease with Drake Enterprises has been extended for an additional five (5) years. Legal Counsel Stuart Sloan was notified of this extension in writing. A new lease is not necessary.

Commissioner Shields distributes pamphlets and other information regarding the young pilot program, which is being offered through the high school curriculum. He invites members to review the classroom and continues by stating this program is very popular. He states a new high school would offer an opportunity for this program to develop into potential scholarships in this area and increase participation by students. This is a very important program and gives students who are not college-bound a wonderful opportunity to experience a hands-on program, per Commissioner Shields.

Page Three

There being no further business to discuss, Member Rhodes makes a motion to adjourn the meeting. Member Shuler seconds the motion and it passes by unanimous consent. The meeting is adjourned at 5:30.

Respectfully submitted:

Pete Haithcock-Secretary