

MACON COUNTY AIRPORT AUTHORITY
Minutes of the Meeting Held on March 29, 2022

The Macon County Airport Authority holds its regular meeting on March 29th, 2022 at the Macon County Airport. All members are present with the exception of Member Rhodes. Also present are Jimmy Luther, Project Engineer; Joe Collins, Legal Counsel; David Phillips, FBO; Lori Carpenter, Macon County Finance Officer; and Teresa McDowell, Clerk. Chair Schmitt welcomes all present and calls the meeting to order at 4:06 p.m.

APPROVAL OF MINUTES FOR THE MEETING HELD ON February 22nd, 2022: 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:

A. **UPDATE ON DRAKE LEASE REVISIONS:** Legal Counsel Collins reports that he has received communication from Caleb Whitby of the Department of Aviation stating there are no objections to the lease as updated. He will be sending a letter stating this to the authority.

B. **ENGINEERS REPORT:** Mr. Luther reports that they are currently waiting on equipment to be delivered for this project. He states that he will continue to coordinate with David Phillips, FBO on potential closures/unavailability of fuel.

C. **UPDATE OF POTENTIAL MCAA CODE OF ETHICS:** Member Horton states that almost all airports operate under a code of ethics. He has received some examples from Lisa Edwards. Member Horton provides the members with copies of a potential code. After a discussion, Chair Schmitt recommends that the proposed code be reviewed by legal counsel. After further discussion, Member Horton makes a motion to have legal counsel review the Code of Ethics as presented. Member Haithcock seconds the motion and it passes by unanimous consent. There will be further discussion regarding this matter at the next scheduled meeting.

NEW BUSINESS:

A. **APPROVAL OF THE FY 2022 AUDIT CONTRACT:** Ms. Carpenter presents the details regarding the cost of the audit as provided by Martin Starnes. She reports that there has been a five (5%) percent increase in the cost for 2022. After further discussion, Member Horton makes a motion to approve the audit contract with Martin Starnes. Member Haithcock seconds the motion and it passes by unanimous consent.

B. **PRESENTATION/APPROVAL OF FY 2022-2023 BUDGET:** Member Haithcock presents the FY 2022-2023 potential budget. The proposed budget amount is in the amount of thirty- three thousand six hundred fifty (\$33,650.00) dollars. The budget amount has not increased in the last five (5) years. There is an increase of twenty- four hundred (\$2,400.00) dollars for the clerk's salary needed in this budget year. There has also been an increase in legal fees. Ms. Carpenter states that there are funds available in the

fund balance if additional monies are needed during the fiscal year. She suggests that Member Haithcock meet with her to discuss the budget issues in more detail. The approved budget is due on April 15th, 2022, but Ms. Carpenter states that it will be acceptable if the authority votes on budget approval at their next scheduled meeting (April 26th) and then forward the budget to her. It is also stated that the public hearing for the budget should be scheduled for the MCAA meeting scheduled for May 31st, 2022 which is the next scheduled MCAA meeting.

OTHER BUSINESS:

A. FBO Phillips states that the six (6) months **financial report** is still not available.

B. There is a **“Fly In”** scheduled for April 23rd at the airport. A rain date of April 30th is also scheduled.

C. It is discussed that the authority and Commissioner Beale needs to make sure that the Eastern Band of Cherokees be kept “up to speed” with any potential new information regarding the **FAA requirements and the MOA**. It is suggested that Chief Hicks be invited to the airport for a tour of the terminal building and the airport grounds. It is the hope of the authority that eventually a letter of support/concurrence for signing the MOA be developed by the Eastern Band and forwarded to the FAA.

D. In connection to the Department of Transportation project which includes moving the bridge and **combining the airport property**, it is suggested that Mitchell Bishop of the DOT be invited to attend a MCAA meeting to explain the need for this project.

There being no further business to discuss, Member Shuler makes a motion to adjourn the meeting. Member Haithcock seconds the motion and it passes by unanimous consent. The meeting is adjourned at 4:45 p.m.

Respectfully submitted:

Pete Haithcock, Secretary