

MACON COUNTY AIRPORT AUTHORITY
Minutes of the Regular Meeting Held on October 25th, 2022

The Macon County Airport Authority meets for the regularly scheduled meeting on Tuesday, October 25th, 2022 at 4:00 p.m. at the Macon County Airport. All members are present. Also present are Lori Carpenter, Macon County Finance Director; Stuart Sloan, Legal Counsel; Jimmy Luther, Project Engineer; and Teresa McDowell, Clerk. Chair Schmitt welcomes all those present and calls the meeting to order at 4:06 p.m.

APPROVAL OF MINUTES FOR MEETING HELD SEPTEMBER 27TH, 2022/Special Meeting Held on October 10th, 2022: After a brief discussion, Member Rhodes makes a motion to approve the minutes for September 27th, 2022 as forwarded. Member Shuler seconds the motion and it passes by unanimous consent. The minutes for the October 10th, 2022 Specially Called Meeting are approved by a motion from Member Horton and seconded by Member Haithcock. The motion is unanimously approved.

PUBLIC COMMENT SESSION: None

AUDIT ZOOM MEETING WITH MARTIN STARNES: The scheduled Zoom meeting regarding the audit of the MCAA is moved in order to address this item first on the agenda. Mary Claire-Chase from Martin-Starnes reports that the MCAA is offered an unmodified opinion regarding the audit process and that she appreciates the cooperative staff. She continues by stating that there are no red flags and that the audit was submitted in a timely manner. She also states that the audit is consistent with prior years, but with a decrease in revenues to \$40,000.00 and that there has been no capital contribution.

OLD BUSINESS:

ENGINEERS REPORT: Jimmy Luther reports that the contractors have been working with FBO Phillips and will mitigate any potential interruptions to services while construction is ongoing on the fuel farm project. The construction component of this project should start in late December or early January. Mr. Luther continues by stating that the old fuel tanks will be removed and taken off property for disposal by the contractor.

FINANCIALS SIX (6) MONTHS REPORT: FBO Phillips is not present for the meeting. Airport employee Sabrina Crone presents a report dated June 2022, but the authority has not received the required six (6) month report for January 1st, 2021 thru June 30th, 2021; July 1st, 2021 thru December 31st, 2021 or the January 1st, 2022 thru June 30th, 2022 report. It is discussed that these reports are needed and the provision of these reports will be addressed. The submitted report by Ms. Crone indicates that there has been no deferred maintenance done this year.

NEW BUSINESS:

COMPLETION OF HIRING PROCESS FOR ATTORNEY: Mr. Sloan presents an agreement of costs for consideration. After a review of the agreement Member Rhodes made a motion to accept the agreement as presented, and to complete the hiring process for Mr. Sloan as legal counsel to the authority. Member Shuler seconds the motion and it passes by unanimous consent. Mr. Sloan is also given a copy of the Conflict of Interest statement for the MCAA. Mr. Sloan agrees to the terms, and the effective date of his

employment is October 25th, 2022. At this time, Member Horton asks Mr. Sloan to prepare a potential sub-lease for the tenant occupying the office upstairs in the terminal building.

OTHER BUSINESS:

Member Haithcock reports that the drainage ditch between the fuel tanks and the AWOS system needs to be cleaned of vegetation. There is a discussion regarding whether this is the FBO's responsibility. It is asked that contact be made with the FBO regarding the cleaning of the drainage ditch, and as to whether it is the responsibility of the FBO.

Mr. Luther reports that there is a county aircraft traffic counting program available through the Division of Aviation. The system includes providing software, and 50% of the cost which is \$3,000.00. It is not mandatory but it is recommended.

There is a discussion as to whether an insurance policy provided by Alexander Aviation and which is due for renewal is necessary for authority member's protection. The discussion includes reviewing insurance already provided through the FBO and whether more protection is necessary. After the discussion, Member Haithcock makes a motion to cancel the referenced insurance provided by Alexander Aviation, with Member Rhodes seconding the motion. The motion passes by unanimous consent. It is determined that an insurance comparison is necessary in order to review providing insurance that protects the authority members, without duplicating insurance which is already provided. Member Haithcock will do more research on this matter.

There is a discussion regarding the Christmas Dinner planning and hold dates. The dates of December 1st, 8th or 15th are chosen with an emphasis on the 8th or 15th being preferable. Haywood Smokehouse is recommended to handle the catering. Ms. McDowell is to follow up on making arrangements with them. Member Haithcock addresses the 5010 Inspection Report. There are items listed on this report that needs to be addressed. Some of these items can be addressed by the FBO, others by the authority, and some will require funding through the Division of Aviation. It is requested that Ms. McDowell do a follow up on this matter.

There being no further business to discuss, Member Horton makes a motion to adjourn the meeting. Member Shuler seconds the motion and it passes by unanimous consent. The meeting is adjourned at 5:11 p.m.

Respectfully submitted:

Pete Haithcock, Secretary