

**The Macon County Airport Authority
Minutes for the Meeting Held October 31, 2017**

The Macon County Airport Authority holds its regularly scheduled meeting on October 31st, 2017 at the Macon County Airport. All members, with the exception of Member Jenkins who is out of town, are present. Also present are: Karl Gillespie, County Commissioner; Joe Collins, Legal Counsel; Jimmy Luther, Project Engineer; Neil Hoppe and Peggy Milton, airport FBO; Lori Hall, Finance Director; Teresa McDowell, Clerk; and Ryan Hanchett, The Franklin Press. Chair Gregory welcomes all of those who are present and calls the meeting to order at 4:01 p.m.

APPROVAL OF MINUTES FOR THE MEETING HELD SEPTEMBER 26TH, 2017: After a discussion, Member Schmitt makes a motion to approve the minutes as forwarded. Member Rhodes seconds the motion and it passes by unanimous consent.

PUBLIC COMMENT SESSION: None

ENGINEERING REPORT: Mr. Luther reports that the taxiway project is complete, and that they are now preparing the final documentation in order to close out this project. He continues by stating that the project came in under budget, and that there should be around \$130,000.00 in funding left over. He states that he, through W.K. Dickson, is going to request that the additional funding be utilized for the construction of an electrical vault for the new lighting.

Mr. Luther continues by stating that the DOA has sent notice to airports that all NPE funds should be encumbered, and that projects should be developed to utilize these funds and he continues by stating that all 2013 funds have expired, that Macon County has encumbered the 2014 and 2015 funds, but that the 2016 and 2017 funds need to be encumbered as well. There is a discussion regarding potential projects, with Mr. Luther stating that these funds cannot be used to clean up the property east of the fuel farm, but that the shrub removal needs to be included in a future obstruction removal project. He continues by stating that the runway extension project would involve the removal of obstructions from both ends of the runway, and that the shrub removal should be included with that project. Chair Gregory responds that, if any funding is available, the area should be prepared for future development by doing soil evaluations, testing, and site preparation. He continues by stating that this should be a priority project, for site preparation and paving, and that a CAT-EX study has already been done, and he asks if the MCAA should contact someone in order to have this area filled sometime soon. Mr. Luther responds that, without the required testing, the fill could create issues which might eventually result in having to remove it from the site, and suggests that the MCAA wait until the project can be done from start to finish.

Mr. Luther continues by stating that NPE funds cannot be used for a single point fueling system, but could be used for improvements to the fuel farm. Mr. Luther reports that the match for these grants should be requested through the commissioners before the deadline so that these grants will be considered encumbered.

Mr. Luther reports that three (3) archaeological firms have bid to handle the EA (environmental assessment) for the runway extension, and that the firm with the lowest bid has been chosen. The EA is required, and Mr. Luther suggests that the MCAA utilize the NPE funding for this purpose. After further discussion, Member Schmitt makes a motion to allow W.K. Dickson staff to continue with the preliminary report in connection to the environmental assessment for the runway extension project,

and to utilize the NPE funding for this purpose. Member Rhodes seconds the motion and it passes by unanimous consent.

Mr. Luther reports that North Carolina State University has set up a program, NC AirTap, which helps market airports. This program ties in with tourism. The results of this program have led to an increase in funding through the DOA. He states that this could result in economic development funds being returned to the airports.

Mr. Luther reports on the TIP process, stating that the TIP is a list of priority projects which will be addressed within the next 8 to 10 years. These projects have to be DOA approved, in order to justify grants. The TIP list prioritizes projects from the most needed to the least, and is developed between the MCAA, W.K. Dickson and the DOA. One of these priority projects is moving the state road on the left side of the airport in order to free up property that is owned there by the MCAA. Also, the runway extension is a priority project, which, under the STI process, may not require a county match, and has already been approved, with a start date of 2020.

REPORT ON FUEL SUPPLY HOSE: FBO Hoppe states that necessary repairs have been done on the fuel farm. He continues by stating that the fuel line was cut and ruptured during the construction of the taxiway, and that there was a restriction in the fuel flow. A faulty valve was also replaced. Southern Pump and Tank did repairs and billed Franklin Aviation, but this repair is the responsibility of the MCAA. FBO Hoppe states that the bill is late in being paid and he is afraid it will affect his credit. Member Haithcock states that the MCAA should pay the invoice from the local budget, and then be reimbursed by the contractor, as these repairs are the responsibility of the MCAA rather than Franklin Aviation. After further discussion, Member Schmitt makes a motion to have the invoice directed to the MCAA, and have it paid from the local budget with the understanding that it will be reimbursed by the contractor. He continues his motion by stating a budget amendment should be prepared moving funds from fund balance to the maintenance line item in order to cover the cost, not to exceed \$8,000.00. Member Rhodes seconds the motion, and it passes by unanimous consent. The discussion continues with Member Haithcock stating that he is satisfied that the MCAA will be re-funded through the contractor as part of the final pay application and that he will contact Southern Pump and Tank and ask them to reissue the invoice to the Macon County Airport Authority.

MAINTENANCE: Member Haithcock reports that the fence repair resulting from the vehicle going through it is \$4148.31 and that it is covered under insurance of the driver. Geico will pay the bill once it is forwarded. He also states that the damage to the gate will be repaired at the same time.

Member Haithcock also reports that the sewer line is not working. It was run over by a lawnmower. County maintenance will repair this.

Commissioner Gillespie states that he will present these type matters to the other commissioners for review, but asks the MCAA to inform him on the front end, rather than when the repairs are already done.

Member Haithcock reports that all 7 of the obstruction lights are working.

OTHER BUSINESS: E.T.E.C. sent an invoice to Ms. Hall. She states that it was e-mailed to her, and it should be the last of the repair invoices submitted. Member Haithcock will check to make sure the last light is working before the invoice is paid.

Chair Gregory states that it is time for the Christmas dinner to be scheduled and asks for potential dates. After a discussion, the dinner is scheduled for Thursday, December 7th, 2017 at 6:00 p.m. at the airport. The same caterer will be used, and W.K. Dickson will make their usual contribution.

There being no further business to discuss, Member Schmitt makes a motion to adjourn the meeting. Member Rhodes seconds the motion and it passes by unanimous consent.

Respectfully submitted:

Pete Haithcock, Secretary