

SPRINGFIELD - ROBERTSON COUNTY JOINT AIRPORT BOARD

**Regular Meeting Minutes - Wednesday, August 11, 2021 - 8 am
Springfield - Robertson County Airport, Springfield TN**

Board Members present: Jerry Converse, Edison Guthrie, Kirk Johnson (via Zoom), Paul Nutting, Chris Simpkins, Lewis Walling

Board Members absent: Henry Ruth

Ex-Officio Members present: Ryan Martin, Billy Vogle

Airport Manager: Jamie Jones

Vice Chairman Chris Simpkins opened the meeting at 8:00 am. He asked Edison Guthrie to begin the meeting with prayer.

The minutes from the July 14, 2021 board meeting had been sent to board members for review. Paul Nutting made a motion to accept the minutes. Lewis Walling seconded the motion, and it passed unanimously by a voice vote.

Edison Guthrie gave the treasurer's report. Balance sheet and profit and loss reports had been sent to board members for review. There is \$283,591.82 in cash and fuel inventory at the end of July. Paul made a motion to accept the financial report; Lewis seconded the motion, and it passed unanimously by a voice vote.

Edison said there were additional expenses in the 2020-2021 fiscal year than were in the budget. There was a \$4,073.40 loss for the year instead of the projected \$28,866.00 profit. Paul made a motion to amend the 2020-2021 budget by taking \$4,073.40 from reserve funds and put it in the operating funds as of June 30, 2021. Edison seconded the motion, and it passed unanimously by a voice vote.

The board began discussing the contract with Klober Engineering Services. Paul made a motion that the board approve a contract with Klober Engineering for land survey work related to the new hangar project in the amount of \$5,300 retroactively to the date that the contract was verbally approved and under the condition that the general provisions of the contract be attached. Lewis seconded the motion, and it passed unanimously by a voice vote. The survey documents have been received.

The survey and the engineering design are two parts of the same project. An invoice for the engineering work has been received for \$12,020. There was not a contract for the work, and a contract was not approved; it was not evident how the work was authorized. A new invoice for the engineering work will be requested to be dated for August 12, 2021 for \$12,020. Billy Vogle recommended no contracts be signed without the county attorney's review. Josh Lyon from Klober Engineering will be invited to the September board meeting to talk about the contract and work performed.

Jamie and the airport staff are working on preparations for the October 2, 2021 fly-in and open house. Ryan Martin said vendors should provide certificates of insurance; that will be added to website information. The budget should be amended with a line item for the fly-in, and expenses will be tracked.

Jamie said a Request for Proposal has been written for hangar construction. He has sent examples of land leases to board members for review. A land lease for the hangars should be created from these examples to be approved by the city aldermen and county commission.

Jamie said \$100,000 was allocated for replacing the roof on the Wingnuts maintenance hangar and sealing the roof on the Highland Rim Aviation hangar. Both roofs will have their skylights removed. He is seeking three new bids for the work. Jamie distributed a new Airport Capital Improvement Project list for the airport; some projects will require 5% matching funds from the airport.

Edison spoke about changing the board meeting time. The by-laws specify the day of the month and time for the meeting. He said changing the time could allow more visitors to attend the meeting. Attendance from needed city and county officials was given as a reason for keeping the morning meeting time. No action was taken on this item.

Jamie Jones gave the airport manager's report. There have been at least 695 flight operations since the last meeting. The lower than normal number is due to the airport closing for 10 days for re-surfacing, re-sealing, and painting of the taxiways, runways and ramps. Crews will return in 30 days to complete the line painting. The 100 LL fuel prices are very competitive at the area airports.

Billy Vogle spoke about a hangar tenant that was billed for repairing a hangar door. The door mechanism was damaged when it was allowed to fully open; springs were damaged and the door fell down. There was discussion about the lease conditions, and how the switch and door operate. After the discussion, Jerry Converse made a motion for the board to pay the repair bill on the door. Paul seconded the motion, and it passed 5 to 1. Lewis said all the hangar doors should be inspected and a report given to the board.

Billy said Tom Jones' complaint at last month's board meeting was not on the agenda. Clyde Richert, Billy, Ryan Martin, Henry Ruth, and Jamie will meet with Tom to discuss his complaint.

Chris adjourned the meeting at 9:38 am.

Respectfully submitted,



Edison Guthrie
Secretary - Treasurer