

Minutes of Fairhope Airport Authority
January 16, 2018

The Fairhope Airport Authority met January 16, 2018 at 4:00PM in the Delchamps Suite Room 1, in the Civic Center at 161 N Section Street.

Present: Joe McEnerney, Chairman, Pam Caudill, Ray Hix, Jack Burrell, Vince Boothe, Chip Groner, and Will Bruce. Also present was Josh Myrick, Attorney. Cynthia A Boothe took the minutes.

The minutes of the December 19, 2017 meeting were considered and approved with a motion by Pam Caudill, second by Chip Groner and unanimously passed.

Development of the West side of the Airport: Will Bruce reported that there has been some interest shown for some of the property on the West side but that is all the information that he has at this time.

Renewal of the Engineering General Service Contract: Joe McEnerney stated that he and Josh Myrick had prepared a request for proposal for the five year renewal of the Authority's Engineering and General Services contract and asked for a motion to move forward with this process. After a group discussion a motion was made by Ray Hix, second by Chip Groner and was unanimously passed.

Update and bi-annual review of the Sonny Callahan Airport Security and Emergency Response Plan: Pam Caudill stated that the review and updates have been done and have been submitted to the FAA.

Planning for "Business after Hours" event at the Airport on March 1, 2018: Pam Caudill reported that she met with the Eastern Shore Chamber of Commerce to plan the event and that there will also be a fly-in of about 15 vintage aircraft. Joe McEnerney stated that he feels that the Airport will be able to obtain a couple of sponsors to contribute to the event and that the Airport will need to budget around \$1,000.00 to fund the event. A motion was made by Will Bruce to spend up to \$1,000.00 for the event, second by Pam Caudill and unanimously passed. Joe McEnerney also reported that there will be a tour of the Aviation Academy and possibly of the Continental Motors Services engine factory.

Recruitment of an Advisory Board for the Fairhope Airport: Pam Caudill stated that with guidance from Josh Myrick she has written a mandate for the Advisory Board detailing the duties and responsibilities of the board. After reading the mandate and a group discussion a motion was made to approve the mandate by Ray Hix, second by Chip Groner and unanimously passed.

Update on the review of the Sonny Callahan Airport Minimum Standards: Pam Caudill stated that she, Chip Groner and Ray Hix have been reviewing the *Minimum Standards* for the Airport. Pam mentioned that the *Minimum Standards* do not include any construction or architectural review standards and asked that Vince Boothe and Ray Hix recruit someone for the Advisory Board to help with setting those standards. She also asked that the standards be changed to include businesses other than aviation related to attract businesses for the East Side.

Marketing of the Airport and west side commercial property through social media: Pam Caudill stated that the Airport needs to show more of a presence in social media to attract more business for the Airport and to help attract new businesses for the East Side when it is completed. She requested that the board appoint someone to the Advisory Board to help with expanding the Airport's presence on social media. Pam asked Will Bruce to help her find a candidate for the Advisory Board with expertise in social media.

CMS Flight Line Manager's report: Joe Baggett stated that they are still working on the details for the placement of cameras on the west side fence line and keypad on the gate but are ready to move forward when the details are worked out.

Joe Baggett stated that the replacement/repair of the concrete where the fuel trucks are located was started today and old concrete has already been broken up and hauled away and the area has been formed-up for the concrete pour.

Joe Baggett stated that the damaged distance marker had been replaced and they are waiting on transformers to repair the rest of the runway and taxi-way lights.

Joe Baggett stated that he is still working on getting a galvanized decking for the proposed bridge across the culvert to improve access to the T-hangars.

Joe Baggett stated that the replacement of weather stripping and door sweeps has been delayed due to cold weather.

Joe McEnerney stated that new fencing is needed along County Road 13 to help secure the East Side property. He also wants the fencing to be eligible for reimbursement by the FAA. Hank Eubanks of Volkert Engineering stated that he thought a 6' chain link fence with 3 strands of barbed wire would make it eligible for FAA reimbursement. He and Joe McEnerney will meet next week to see where the fencing is needed. A motion was made by Vince Boothe to go ahead with the project for up to \$10,000.00, second by Pam Caudill and unanimously passed.

Joe McEnerney stated that the vegetation removal at selected culverts and drainage courses recommended by the MS4 review needs to be done. He feels that the job could be done for about \$1,800.00. A motion was made by Jack Burrell to move forward with the debris removal for up to \$2,000.00, second by Chip Groner and unanimously passed.

Joe Baggett stated that the fire extinguishers for the individual T-hangars are on order and they are waiting for delivery.

Treasurer's Report: Ray Hix stated that the financials are in good order and Joe McEnerney went over the building and ground maintenance expenses for December. Ray Hix also mentioned that the Public Safety Hangars lease has matured and is up for renewal.

After the agenda items Pam Caudill introduced Casey Williams, President of the Eastern Shore Chamber of Commerce who agreed that the Airport does need to have a bigger presence on social media and the benefits of this type of marketing.

Val Passarelli and David Shear introduced themselves as the new management at Continental Motors Services in Fairhope.

Hank Eubanks has been talking with Richard Peterson about the sewer system for the East Side. Because of the cost difference between using the force main and the gravity fed line more information was requested. Mr. Peterson is supposed to let the Airport Authority know his decision by February 15, 2018. Hank also stated that there has been a request to put a utility pole on Airport property to service a nearby subdivision for internet service. He said with the Authority's approval he will submit the paperwork to the FAA for approval and to check to make sure the frequency does not interfere with the Airport radio traffic.

There being no further business the meeting was adjourned at 5:20PM.

Joe McEnerney, Chairman

Submitted by _____
Cynthia A Boothe