



OFFICIAL MINUTES of

**THE MUNICIPAL AIRPORT BOARD OF THE CITY OF STARKVILLE, MISSISSIPPI
MEETING OF MONDAY, APRIL 29TH, 2019**

**THE MEETING WAS HELD AT GEORGE M. BRYAN FIELD AIRPORT, TERMINAL BUILDING,
LOCATED AT 120 AIRPORT RD, STARKVILLE, MS 39759,
CONVENING AT, 5:30 PM**

This meeting was called in accordance with the provisions set forth in
Miss. Code Ann. § 25-41-13

April 29th, 2019

Those present were T. Breckenridge, R. Rogers, A. Hughes, J. Richardson, G. Wilson, K. Neal, R. Lincoln (Airport Director), C. Hardin (Airport Engineer). Bo Burkes was absent.

April 29, 2019

- I. Call to Order** – Called to order by T. Breckenridge
- II. Welcome Visitors** - None
- III. Approval of Agenda** – Motion made by A. Hughes and seconded by G. Wilson. Passed unanimously.
- IV. Adoption of Minutes from March 25, 2019 Airport Board Meeting** – Motion made by R. Rogers and seconded by K. Neal. Passed unanimously.
- V. Announcements/Comments** – None.
- VI. Airport Directors Report** – (R. Lincoln) – Discussion about Airport Road Extension repairs. There were some notes related to small items indicated on the recent Titan Aviation Fuel inspection and we will get those corrected. MSU graduation will impact the number of part-time workers at the airport.
- VII. Old Business**
 1. 2014 FAA Grant (RSA, ROFA & Drainage Improvements) Update – C. Hardin said the public environmental assessment session scheduled today and ended at 5:30 this evening and that completes the requirements of this grant.

2. 2015 FAA Grant (Phase 2 RSA, ROFA & Drainage Improvements) Update – Will send the contractor a punch list for this grant for work remaining to be done.
3. 2017 FAA Grant (Clearing & Grubbing, Fencing, Signage, Gate Operators, and underground power installation) Update – Need to have contractor pick up wood chunks left after work was completed. Needs to get dry weather to get this one closed out.
4. 2019 AIP Grant Update – Brief discussion, no other action.
5. Columbus Clearance Frequency 126.25 MHz Update – Some action, continuing.
6. G T-Hangar Update – Need to get plans for the restroom and start the building process.
7. 2020 MDOT Multi Modal Grant Update – Will be asking for new card reader at fuel terminal, equipment to fuel Jet-A over the wing, two LED displays for fuels, two pole-mounted LED lights aimed appropriately for fueling in the dark, and money to operate a lighted Shell sign. The estimated overall cost is approximately \$73,000.
8. 2019 MAA Conference May 15-17, 2019 – Three members are going to the conference.

VIII. New Business

1. Request Approval to Pay Invoice 111.6 1901 from Clearwater Consultants, Inc. for Updating the Storm Water Pollution Prevention Plan and Spill Prevention Control and Countermeasures Plan for George M. Bryan Field in the amount of \$6,910.00. Motion made by J. Richardson, seconded by K. Neal, passed unanimously.
2. Update on Airport Operation Manager Position – HR will get candidates scheduled probably this week.
3. MDOT April 3, 2019 Annual Airport Inspection – Had an 18/36 box light issue and R. Lincoln has corrected the problem and will send a letter to MDOT so stating.
4. Motion made by R. Rogers for R. Lincoln to purchase a new engine for #1 ZTR mower (R. Lincoln will install the new engine) for a cost not to exceed \$2500.00. Seconded by A. Hughes. Passed unanimously.
5. Approval of Airport Purchase Orders:
 - J-2200 - Rebel Services – 2" x 15' Avgas fuel hose, nozzle O-rings, Jet A nozzle dust cover \$723.84
 - J-2234 - ATR Lighting – PAPI Lights, Runway Lights \$553.02
 - J-2237 - Titan Aviation Fuels – Jet A & April fuel truck rentals \$19,411.78
 - J-2240 - Hollis Brothers – AC capacitor for Terminal Building AC unit \$34.38
 - J-2241 - Rackley Oil – Regular Unleaded Gas \$118.76
 - J-2242 - Walmart – Invoice books, HP Ink, cutlery spoons, coffee filters,

- copier paper \$94.22
- J-2244 - Magnolia Bottled Water – 3 x 5-gallon bottles of water \$22.50
- J-2245 - MAA 2019 Registrations 3 x \$175.00 = \$525.00
- J-2246 - Titan Aviation Fuels – Jet A \$18,298.23
- J-2247 - LOWES – ¼" zinc wire clamp, 3/16" x 11.7' wire cable, strap \$8.80
- J-2248 - Maxx South Broadband – 4/02 – 5/01 150 Mbps internet connection \$144.95
- J-2250 - American Canon Solutions – March copies \$1.91
- J-2251 - Maxx South Broadband – 4/11 – 5/10 Cable TV service \$124.67
- J-2252 - QT Pod – Test Cards \$12.61
- J-2253 - R. Lincoln – Reimbursement for auto bulbs & fuses \$17.97
- J-2254 - Walmart – Spot wash soap, spray nozzle, sponges, bucket, soap, trash bags, cleaning kit, HP ink, invoice books \$112.94
- J-2255 - Basics Inc. – 2 cases white folded paper towels \$60.88
- J-2256 - Starkville Auto Parts – Oil filter wrench, oil filters \$26.37
- J-2257 - Novas Auto Glass – 2004 Crown Vic replacement windshield \$200.00
- J-2259 - Magnolia Bottled Water – 2 x 5 gallon bottles of water \$15.00

(*) Previously Approved

Moved to approve Purchase Orders by R. Rogers, seconded by J. Richardson, passed unanimously.

IX. Adjourn until 5:30 p.m. May 20, 2019 at the Terminal Building located at 120 Airport Road, Starkville, MS 39759 – Motion by R. Rogers, seconded by G. Wilson to adjourn to May 20th at 5:30 p.m. Passed unanimously.

Approved on: 24 June 2019

Airport Board Chairman: Will B. [Signature] Date: 24 June 2019

Recording Secretary: [Signature] Date: 24 JUN 2019