

OFFICIAL MINUTES of

THE MUNICIPAL AIRPORT BOARD OF THE CITY OF STARKVILLE, MISSISSIPPI MEETING OF MONDAY, OCTOBER 26TH, 2020

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

Those present were T. Breckenridge, A. Hughes, J. Richardson, A. Pepper, R. Rogers, G. Wilson, K. Neal, Airport Director R. Lincoln, Board Engineer C. Hardin, and Airport Operations Manager Courtney Cox.

- I. **Call to Order** – Russ called the meeting to order
- II. **Welcome Visitors** – no visitors
- III. **Approval of Agenda** – Motion made by A. Hughes and seconded by A. Pepper to amend the agenda. Passed unanimously. The new # 7 is MAA Conference and the new # 8 is Land Use
- IV. **Adoption of Minutes from September 28, 2020 Airport Board Meeting** – Motion made by A. Pepper and seconded by G. Wilson. Passed unanimously
- V. **Announcements/Comments** - None
- VI. **Airport Directors Report** – R. Lincoln reported, included overview of the past few football games. Both courtesy cars had minor repairs this month.
- VII. **Old Business**
 1. 2017 FAA Grant (Clearing & Grubbing, Fencing, Signage, Gate Operators, and underground power installation) Update. With the remaining balance on this grant we will use on new poles.
 2. 2020 AIP Grant Update – Notice to proceed has been issued to the lowest bidder, Webster Electric.
 3. Columbus Clearance Frequency 126.25 MHz Update – Still checking on possibilities.
 4. 2020 MDOT Multi Modal Grant Update – Rodney is working on this project with the city of Starkville and a contractor.
 5. Storm Drain Maintenance – Have pictures, can't open them with the computer. Will get assistance to open them.

6. Starkville Police Department Request – No action.
7. MDOT Multi-Modal 2021 Grant Application – May be end of the year before MDOT knows the money situation.
8. Briefing Room Improvements – Materials in, R. Rogers and at least one other person will be working on this project.
9. Terminal Building Update – Motion made by T. Breckenridge and seconded by K. Neal to accept the quote of \$11,250 from Homerun Renovations.
Passed unanimously

VIII. New Business

1. Approval of Clearwater Consultants, Inc. Work Authorization for the FAA 2020 AIP Project – Motion made by A. Pepper, seconded by J. Richardson to approve the work authorization for the FAA 2020 AIP Project . Passed unanimously
2. Clearwater Consultants, Inc. Pay Request No.1 regarding the FAA 3-28-0068-024-2020 AIP Grant in the amount of \$18,280.00 – Motion made by T. Breckenridge and seconded by A. Pepper to approve the \$18,280.00 pay request No. 1. Passed unanimously
3. Runway Markings – Motion made by K. Neal and seconded by A. Hughes to approve the lower bid of \$2,950 from Bulldog Soft Wash. Passed unanimously
4. Ice Machine – Motion to approve up to \$500.00 for an ice machine and associated items, made by A. Pepper and seconded by T. Breckenridge. Passed unanimously
5. QT Pod Software Service Subscription Plan – Motion made by T. Breckenridge and seconded by J. Richardson for the five year base plan and the cellular service for either 1 or 5 years, whichever is most advantageous. Passed unanimously
6. Pre-Application for the FAA 2021 Grant Program Due November 2, 2020
7. MAA Conference – Dec 1-3, all virtual conference, about 3 hours each day. The cost is \$35.00 to attend, per individual. R. Lincoln will communicate with the city of Starkville and take care of the details, like pre-paying.
8. Land Use – A. Pepper, along with C. Hardin, updated the board on a section of grass surface area on the south section beside the airport

runway. The possibility of ground leasing for a new building was also discussed.

9. Approval of Airport Purchase Orders:

- J-2496 - Bell Building Supply – 2X4's 2X 10's \$383.21
- J-2503 - Columbus Fence – 30' manual split gate \$2,000.00
- J-2505B - NAPA – Exchange hose reel solenoid \$11.50
- J-2509 - Rackley Oil – Regular unleaded gas, blue def diesel \$272.16
- J-2513 - Titan Aviation Fuels – Avgas Fuel \$10,415.28
- J-2515 - Walmart – Operating Supplies, cleaning supplies, counter snacks, dispenser, face mask, cups, scent refill \$197.93
- J-2516 - City Alignment Service – Replace IAC motor on 2004 Ford Crown Vic auto \$197.85
- J-2517 - Magnolia Bottled Water – 2 x 5 gallons bottled water \$15.00
- J-2518 - Maxx South Broadband - 10-11-11-10-2020 Business Video \$138.21
- *J-2519 - Clearwater Consultants, Inc. – Invoice #1 1222001 for MDOT 2020 \$8,600.00
- J-2520 - B-Unlimited – Staff polo shirts \$560.00
- J-2521 - Titan Aviation Fuels – Jet A fuel w/ additive & Avgas \$37,256.39
- J-2522 - Walmart – Operating & cleaning supplies, counter snacks \$97.32
- J-2523 - City Alignment Service – Replace spark plugs, coils, sparkplug wires and air filter on 2006 Ford Crown \$993.82
- J-2524 - R. Lincoln – Reimbursement for John Deere oil filters and engine oil for Gator \$34.54
- *J-2525 - WM Brooks & Associates, LLC – Appraisal Report \$3,000.00
- * preapproved payment

Motion by T. Breckenridge to approve the Purchase Orders and seconded by A. Hughes. Passed unanimously

IX. Closed Determination Session

- X. Open Session** A. Hughes moved to open the executive section and A. Pepper seconded, passed unanimously.

XI. Executive Session

- XII. Open Session** - Move by G. Wilson, seconded by J. Richardson to exit from Executive Session. Passed unanimously.

- XIII. Adjourn until 5:30 p.m. November 23, 2020 at the Terminal Building located at 120 Airport Road, Starkville, MS 39759** – Motion made by T. Breckenridge and seconded by A. Pepper. Passed unanimously

Approved on: 11-23-20

Airport Board Chairman: [Signature] Date: 11-23-20

Recording Secretary: [Signature] Date: 23/11/2020