

**MONROE COUNTY BOARD OF  
AVIATION COMMISSIONERS  
REGULAR SESSION**

**DATE:** August 20, 2019  
**TIME:** 0800 hours  
**PLACE:** Airport Administration Building

**MEMBERS:**

*Dr. William Pugh, President*  
*Mr. Ken Ritchie, Vice-President*  
*Mr. Gene DeVane, Treasurer*  
*Mr. Pat Murphy, Secretary*

**OTHERS PRESENT:**

Mrs. Amy Gharst, Financial Manager  
Mr. Gerry Harkin, EAA 650 President  
Mr. Rex Hinkle, Cook Aviation  
Mrs. Nancy Johnson, Airport Secretary  
Mr. Shawn Keene, Hanson Professional Services  
Mrs. Iris Kiesling, Monroe County Citizen  
Mr. Josh Lankford, ATCT Tower Manager  
Mr. Carlos Laverty, Airport Director  
Mr. William Lee, Airport Operations Manager  
Mr. Joe Worley, Hanson Professional Services

Dr. Pugh called the meeting to order at 0811 and requested approval of the June minutes. Mr. Ritchie made the motion to approve, seconded by Mr. DeVane. Motion passed.

**FINANCIAL REPORT:**

Mrs. Gharst provided the members a copy of the June & July financial report which includes the previously reviewed and approved claims by email. After review, Mr. Ritchie made the motion to ratify the June & July claims; Mr. DeVane seconded the motion. Motion passed.

**ENGINEER'S REPORT:**

Mr. Joe Worley reported the TWY A Rehabilitation-Construction grant was approved. This project will start mid to late September and is slated as a 60 day project; the airport tenants will be notified of the exact start date. Mr. Worley believes it should take approximately 30-45 days.

Mr. Worley stated the environmental reports are still coming in for the 55 acres and if there were a hold up, it would be the cemetery located in the tree line. Phase 2 of the environmental will be done with sonar or probes after the crops have been harvested. Mr. Worley stated there were 10 bores performed and only one found Karst.

Mr. Shawn Keene of Hanson Professional Services provided the members with a presentation of the 55 acres using the information he gathered with the use of drones. The presentation, shown in 3D, provided an in-depth look at the possibilities for aviation and non-aviation use of the property.

**OLD BUSINESS:**

NONE

**NEW BUSINESS:**

Mr. Lavery made the request to have the Director's job description edited. He stated that he and Mr. Cockerill will work on it and then present it to the board for approval.

**DIRECTOR'S REPORT:**

Mr. Lavery stated he and Mrs. Gharst have been working on the 2020 Budget. He has met with most of the Council members and received positive feedback. He stated that he has made small edits since sending a copy to the BOAC in the last two weeks. He increased the appropriation for Part-Time and moved the Financial Manager from 35 hours to 40 hours. Council has approved the General Maintenance LTC3 be changed to Airport Operations Specialist LTC 4 which provided those positions a raise.

Mr. Lavery informed the board that Mrs. Marty Hawk, Council liaison for the airport, showed concern regarding the large cash balance of the Aviation General Fund and suggested he use some of the funds to make needed repairs. With that advice, he plans to do some pavement maintenance, upgrade the security gate system and repair storm damaged fence on the Westside. Currently, Mr. Lee is requesting quotes from several local companies. Mr. Lavery will go before council to request the additional appropriation once the quotes are received.

Mr. Lavery updated the members regarding the possible address change and the importance of the change to both first responders and utilities. The decision was made to keep the current street name and most of the address numbers. The Planning Department wants the addresses to be in numeric order, which will cause the control tower and a couple others to change. But, for the most part, things will remain the same.

**PUBLIC COMMENT:**

Dr. Pugh asked if there was any public comment. Mr. Gerry Harkin, EAA President, informed the group that, hopefully, the EAA will have the Tri-Motor back again next year.

The meeting adjourned at 0909 with the next meeting to be held on September 17, 2019.

Carlos Lavery, Airport Director