

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

**DATE:** December 17, 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. Rex Hinkle, Cook Aviation

Mrs. Nancy Johnson, Airport Secretary

Mr. Carlos Laverty, Airport Director

Pugh called the meeting to order at 0817 and requested approval of the November minutes. Mr. Ritchie made the motion to approve, seconded by Mr. DeVane. Motion passed.

**FINANCIAL REPORT:**

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

**ENGINEER'S REPORT:**

Mr. Worley could not attend due to the weather. Mr. Laverty gave an update on Hanson's projects. The TWY project has stopped for the winter; any NPE dollars that were to be allocated for the 55 acres must now go towards the hold short markings on TWY B. During the FAA Certification visit, it came to our attention that the 6/24 hold bars require another relocation.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

**Hangar Lease Assignment**

In each member's binder is a copy of the Assignment of Lease (November 2019) and Purchase Agreement between Mr. Tom Miller and Mr. Bob Burke. Mr. Ritchie asked when the lease would come to term, October 2026, with the option to renew the contract for ten years. Mr. Hinkle asked the BOAC how much the new hangar owner "owned" at the airport? And how much is a monopoly? Dr. Pugh isn't worried about that; the BOAC has control of each lease &

buildings; he is not concerned about the tenant renting out the hangar the airport being a public airport and owns about 1300 acres. Mr. Ritchie made the motion to approve new lease. Mr. DeVane seconded the motion. Motion passed.

### **Farm Lease**

Mr. Lavery put a copy of the current Farm lease in each BOAC's binder, the lease extension is February 2020, Mr. William Duckworth wants the extension, but the lease was won by both Mr. William Duckworth and Mr. Kenny Terrell. As required by the contract, the farmer must provide documents proving all requirements are satisfied. Mr. Duckworth has submitted all the materials needed. Mr. Terrell asked Mr. Duckworth to relay the message that he had fertilized in 2017. Mr. Terrell did not provide any documents.

Mr. Terrell had violated FAA rules when he was harvesting crops; the Assistant Director called Mr. Terrell requesting he move his semi ASAP, the FAA certification inspector was present during this call his equipment was in (RSA) Runway Safety Area. He did so 2-3 hours later. After a second phone call from the Airport Director. Mr. Terrell has not fulfilled his lease agreement. Mr. Lavery spoke to Mr. Cockrill last week about what options the airport had to offer the extension to Mr. Duckworth and not include Mr. Terrell, making Mr. Duckworth the only renter and responsible for the whole lease. After much discussion, the motion was made by Mr. Ritchie to offer the extension to Mr. William Duckworth, seconded by Mr. DeVane. Motion passed. If he doesn't take the new lease, it will have to be opened to go out for bids early 2020.

### **Central Airfield Development**

Mr. Lavery said there are 40 acres between our current acreage and the 55 acres to the north; the current owner would like to work out a deal with the airport, the owner needs a large hangar for their airplane, the current land has very little flat area, the land would need to be graded and fill added. The owner would like to sell the land but have the option to build a hangar; they would pay ½ of the bill for engineer work. Mr. Lavery said this would bring the modeling into the 55 acres. There would be a great deal of earthwork; the current property owner could do all the fortification, bring the mound down, and remove any rock. The airport cost for engineering would be 13K, Mr. Lavery is requesting a motion to have Hanson do the work. Mr. Ritchie made the motion to have Hanson do the work on the 40 acres. Mr. DeVane seconded. Motion passed.

### **TWY Lighting**

There have been many problems with the TWY lighting, the staff has been working on them, but most of the underground cable is old. One area is fixed, and then somewhere else will stop working. An Airfield lighting company has been here to see what the problems are. Mr. Lavery is waiting on their estimate; he has been talking to Mr. Worley about maybe moving this project up the CIP.

### **DIRECTOR'S REPORT:**

Mr. Lavery spoke on the erosion off 17/24 next to the safety area; the water is rushing to the drain and causing erosion, which the airport maintenance staff has already put tons of Rif-Raff.

Last week, the airport personnel had a bias training event here; the county has each department to the training. Before the class, you are asked to do two tests to see what areas you are biased in. Mr. Ritchie said that Old National Bank has been doing this for the last ten years. Dr. Pugh stated that his office had done this for a while. Just a reminder the Holiday Luncheon is Thursday; everyone is invited. It will be in the Cook FBO hangar at noon.

**ASSISTANT DIRECTOR'S REPORT:**

Mr. Laverty reported since Mr. Lee has been out all morning cleaning the RWY's due to the snow, ice, and rain we received overnight. The ARFF equipment is ready; they have been working on the Great West office (in Hangar H), when completed, the new door will be installed. Stryker is currently parked in the hangar by the Fire Department but will be moved as soon as the new entry is on Hangar H.

Side note, Carlos has been here almost a year, feels like six months; he has enjoyed working with everyone.

Mr. Laverty has put in everyone's binder a Branding workbook for each member to fill out. They need to be returned by January 3rd, 2020.

The Branding will provide the airport with a:

Logo

Vision Statement

Mission Statement

**PUBLIC COMMENT:**

Mr. Hinkle asked if there is any change in landing fees for next year. Yes, the costs will go from .45 to .95, and the FBO's will collect the charges at this time.

The meeting adjourned at 09:33. The next meeting is January 21, 2020.

**Carlos Laverty / Monroe County Airport - KBMG / Director of Aviation**

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