

Minutes

**Saline County Airport Commission
Saline County Regional Airport
November 16, 2021**

MEETING WILL START AT 6:00 P.M.

I. Call to Order:

II. Roll Call:	Brandon Guillot, Chairman	<u>Present</u>
	Charles Best, Vice Chairman	<u>Present</u>
	Jimmy Fields, Sec. /Treasurer	<u>Not Present</u>
	Chris Holmes	<u>Not Present</u>
	Col. Harv Shelton	<u>Present</u>
	Gene McPherson	<u>Present</u>
	Aaron Parsons	<u>Present</u>
	Pat Bisbee, JP	<u>Present</u>
	Judge Jeff Arey	<u>Not Present</u>

III. Guest Introductions: Charles Sanders, Kenny Payton, Angie Drummond-Saline County Comptroller, Matt Roddy-MBI, Dustin Holley

IV. Approve Minutes: Motion to approve previous minutes by Col. Harv Shelton, seconded by Charles Best. Motion carried.

V. Treasurer Report:

- CAPDD Report- Better than the last one we received but still not accurate.
- Financial Review
- Airport Budget Review- Motion by Gene McPherson to accept budget as presented, seconded by Col. Harv Shelton. Motion carried.
- Manager's Report

VI. Unfinished Business:

- Motor Grader status- Motion by Brandon Guillot to purchase 2 new batteries at the estimated cost of \$200/battery to then sell the motor grader, seconded by Gene McPherson. Motion carried.
- Windsock Replacement- We are on the agenda for the next ADA meeting on 11/17/21 at 10:30 AM reference state ADA grant. Still obtaining multiple quotes for the electrical work to reduce costs.
- AVGAS & Jet A Truck Leases- Estimated cost of leasing these trucks from Satterfield Fuels were presented to the Commission (\$3-400/month/refueler). Commission agrees that we would like to look into this further to get some hard numbers, and inquire about whether maintenance of the refuelers will be provided by Satterfield at the quoted lease cost, before making a decision.

VII. New Business:

- Land Lease Wait List
 - Kenny Payton expressed his desire to take the 100' x 100' land lease. We will be obtaining bore samples of the lease area to determine what undercut etc. will be required before we make the decision of what we will do financially moving forward (whether the airport will pay to prepare the ground for the building, or if Mr. Payton will be responsible for this.)
 - In the event that Mr. Payton will be responsible for the ground preparation, the Commission would like for us to get with Will to draft up some sort of legal document that would exclude us from liability in the event that Mr. Payton does not undercut as deeply as is recommended by the engineer.
 - Motion by Brandon Guillot to approve Mr. Payton building a 100' x 100' hangar, contingent upon Matt Roddy looking into the area to make sure that building a 100' x 100' in the current proposed area would allow us to still comply with NFPA building standards and separation regulations. Mr. Guillot also recommends that we conduct bore samples. Motion seconded by Col. Harv Shelton. Motion carried.
 - Mr. Guillot will also get with Will to draft a lease/contract for the land leases.
 - The amount that will be charged for deposit on the land leases is still to be determined. We would also like to draft a legal document to prevent someone from placing a deposit and then squatting, preventing someone else from building on the leased area for an extended period of time.
- Hangar Lease Audit
 - Anyone whose lease has expired will not be penalized. Their lease will just be renewed Feb. 1, 2022.
 - To get us over to Feb. 1, 2022, AJ Ambort will get with Will to draft a pro rata lease for the t-hangars, so that we will not be left liable until the leases are renewed in February.
 - For the tenants that are occupying hangars without ever having been issued a valid lease, it will be at the Airport Manager's discretion to resolve this issue.
- Maintenance Attendant Hiring
 - Still receiving applications. Should be holding interviews soon.
- Asphalt Work Around T-Hangar 4
 - Ground prep and grading work has been completed, they are planning to lay asphalt on either 11/18 or 11/19.

VIII. Reimbursable:

IX. Adjourn: Next regular meeting, December 21, 2021 @ 6:00 PM