

Mt. Vernon Airport Authority  
Regular Meeting of the Board of Commissioners  
Held October 8, 2013 at 6:00 PM

Present: Michael Ancona	Chairman
Greg Martin	Vice Chairman
Gary Chesney	Treasurer
Joe Bob Pierce	Commissioner
Eddie Lee	Commissioner

Staff: Chris Collins  
Sheila Jolly-Scrivner

Guests: Greg Peterson, Robbie Edwards, & Don Lewis

### **PUBLIC COMMENTS**

There being none, Chairman Ancona moved forward with the meeting.

### **REPORTS**

#### **Minutes**

Minutes were presented for the September 10th, Meeting for approval. There being no changes to the minutes, motion was made and seconded to approve the minutes as presented. Upon roll call vote, all were in favor.

#### **Treasurers' Reports**

There being no concerns with the Treasurer's Reports, motion was made and seconded to approve the Treasurer's Reports as presented. Upon roll call vote, all were in favor of the motion.

#### **Bills for Approval**

There being no questions or concerns with the Bills for Approval, motion was made and seconded to approve the bills as presented. Upon roll call vote, all were in favor.

### **CORRESPONDENCE**

There being none, Chairman Ancona moved forward with the meeting.

### **OLD BUSINESS**

#### **Innovation Park**

Mr. Collins noted the mechanical work is finished, the electrical work is nearly complete, and if the windows were installed, all contract work would be finished on Hangar #1.

Mr. Collins presented two Change Orders in support of the contract work. Change Order #4 from KT Electric includes an upgrade for emergency fixtures, labor, and additional circuit breakers. The total cost for Change Order #4 is \$845. Motion was made by Commissioner Chesney and seconded by Commissioner Martin to approve Change Order #4 with KT Electric in the amount of \$845. Upon roll call vote, all were in favor.

Mr. Collins presented Change Order #5 from Mid-Eastern Plumbing & Heating. Change Order #5 includes extensions for two water line valves and a fire hydrant (the surrounding grade needs to be raised for the State/Federal Project). The total cost of Change Order #5 is \$1070.40. Motion was made by Commissioner Pierce and seconded by Commissioner Martin to approve Change Order #5 with Mideastern Plumbing & Heating in the amount of \$1070.40. Upon roll call vote, all were in favor.

Mr. Collins referenced a Project Summary dated March 6, 2013. The Project Summary includes all contract prices for the various bid packages, construction manager costs, architect fees, and other miscellaneous charges. A total project cost of \$420,000 was approved at the March Meeting. \$400,000 of that amount is to be financed at Bean Capital Bank and the remainder would come from the airport's Capital Projects Fund. Mr. Collins directed the Commissioners attention to a Pay Application Amount Summary, dated 10/4/13, that details what has been paid and what remains. To date, \$84,422.05 remains to be paid on the project. This number does not include previous and future Change Orders. Mr. Collins noted that all Change Orders will need to be funded from the airport's Capital Project Fund.

Mr. Collins noted the Project Summary also includes budgetary amounts for the finishing of the office and painting of the hangar floor. He indicated finishing the office is the next step. Mr. Collins recommended finishing the office as per the preliminary budget specified on the March 6, 2013 Project Summary. Discussion ensued regarding the \$40,000 amount specified, the needs of the tenant (Eric Evans Aviation), and the possibilities arising with moving forward at this time. It is the belief of everyone that finishing the office will result in one of the aircraft lines Evans Aviation represents locating at the airport. Motion was made by Commissioner Martin and seconded by Commissioner Pierce to approve a budget of \$40,000 for the finishing of Innovation Park Hangar #1 Office. Upon roll call vote, all were in favor.

With the approval of the office portion of the project, Mr. Collins presented the first Change Order attributable to the finishing of the office. Change Order #6 is from Lipps Construction and covers framing of the interior walls of the office. The total cost for Change Order #6 is \$5180. Motion was made by Commissioner Lee and seconded by Commissioner Chesney to approve Change Order #6 with Lipps Construction in the amount of \$5180. Upon roll call vote, all were in favor.

Mr. Collins mentioned a new option to consider at a future meeting - framing a mezzanine storage area above the office. Since the roof is designed with a 3:12 roof pitch, there is much available space to utilize for upper storage. Mr. Collins, Brian Edmison, & Carey Lipps determined that a 10' depth mezzanine would be very achievable. Mr. Collins noted that he will seek a Change Order relating to the mezzanine option to be considered at another meeting.

As for the State/Federal portion of the project, Mr. Collins noted the project is moving along. The old "T" hangar foundations and floors have been removed and hauled away

to the dump site. The new ramp and taxiway have been cut and rolled. Mr. Collins expects concrete trucks to begin arriving soon. The roadway has been cut to its foundation and is awaiting runway millings. Milling is expected to begin on Thursday, October 10<sup>th</sup>. Once the milling machine gets active, expect a racetrack pattern of milling, loading, transporting, dumping, and rolling. Mr. Collins noted the entire project is going smoothly and it is exciting to see the future occurring!

### **Events**

Mr. Collins noted the next event is the Little Egypt Fly-In/Veterans Reunion and Balloons over Mt. Vernon. The EAA Chapter will be offering Young Eagle Rides and perhaps the new Eagle Rides to prospective pilot wannabees. CFI Rachel Heinrich will be on hand to talk with prospective students and the EAA may even offer a Pilot Wannabee Seminar. The goal will be to get additional “pilot starts”. This will be a large change in focus. The Veterans Reunion will center on the Hall of Honor and the Colonel R.D. White Museum. The Balloons Over Mt. Vernon component is building enthusiasm. Nearly forty people attended a volunteer training class last Sunday. Mr. Collins noted if the interest expressed at the volunteer training class is a barometer, balloon events during the Fall Festival, and the Friday Night Balloon Glow, could be huge!

### **NEW BUSINESS**

#### **“T” Hangar Policy**

Mr. Collins presented a new “T” Hangar Policy. The proposed policy acts in concert with the actual Lease Agreement to protect the airport. Mr. Collins stated a policy like this has been needed for some time due to waiting list issues, tenants selling their airplanes, and sub-leasing without MVAA approval. The policy even addresses project aircraft. Airport Legal Counsel, AOPA Airport Support Network Volunteer Steve Willis, and FAA Designated Pilot Examiner Leland Widick have reviewed the policy and find no objections. Mr. Collins recommended approval of the “T” Hangar Policy. Discussion ensued. Motion was made by Commissioner Martin and seconded by Commissioner Pierce to approve the new “T” Hangar Policy. Upon roll call vote, all were in favor.

#### **Farming Contract**

Mr. Collins noted the existing farm contract expires on December 31, 2013. The Notice For Bids Sheet and the existing Farm Contract was presented for review. Mr. Collins noted he will draft a new Specification and begin the bidding process soon. He will have to deduct a few acres from the total because of Innovation Drive and the new fence configuration on the northeast side of the airport. Mr. Collins stated the total acreage dropped from 222.2 to 220. Mr. Collins expects to present bids at the November Meeting.

### **OTHER BUSINESS**

There being no additional items to discuss in Other Business, Chairman Ancona moved forward with the meeting.

### **EXECUTIVE SESSION**

There being no items to discuss in Executive Session, Chairman Ancona moved forward with the meeting.

There being no further business to discuss under Other Business, no further items for discussion on the Agenda, and no items to be taken from Executive Session, motion was made and seconded to adjourn the meeting. Upon roll call vote, all were in favor and the meeting was adjourned.