

**OFFICIAL MINUTES OF THE
GEORGE M. BRYAN FIELD AIRPORT BOARD
120 Airport Road
Starkville, MS 39759**

September 25, 2023 at 17:30 Hours

Those present were, R. Dawkins, A. Rendon, J. Richardson, A. Hughes, H. Thach, Maintenance Supervisor A. Pepper, Airport Operations Manager R. Bouchillon, Airport Director R. Lincoln, and Board Engineer C. Hardin. Board Members E. Hill, B. Gray, R. Rogers and K. Neal were not present.

- I. **Call to Order** – Roben Dawkins called the meeting to order.
- II. **Welcome Visitors** – Liaison Mike Brooks, Bobby Sorrels
- III. **Approval of Agenda** – After discussion by the Board and upon a unanimous vote of those members present, it was agreed to accept the agenda as printed.
- IV. **Adoption of Minutes from August 28, 2023 Airport Board Meeting** - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to accept the August 28, 2023 minutes as printed.
- V. **Announcements/Comments** – A. Rendon discussed the idea of a strategic plan for the airport
- VI. **Airport Directors Report** – Presented by R. Lincoln. Discussed call-outs for after hours, briefly discussed the airport budget, 3 new windsocks have been installed, second Jet-A truck in progress at Titan, Louisville Airshow, additional MDOT Multi Modal Grant opportunities, various maintenance items repaired, and several items in work-in-progress stages.
- VII. **Old Business**
 1. 3-28-0068-026-2021 FAA ACRGP Grant Update – In progress.
 2. 3-28-0068-027-2022 FAA ARPA Grant Update – In progress.
 3. 3-28-0068-028-2022 FAA AIP Grant Update – In progress.
 4. 3-28-0068-029-2023 FAA BIL Grant Update – Received.
 5. 3-28-0068-030-2023 FAA AIP Grant Update – No work on it yet. The Board agreed to the MDOT 5% match of \$8,333.00

6. Corporate Hangar Project / Lease – Waiting on materials from Erect - A – Tube and power connection to the building
7. MM-0068-1123 2023 MDOT Multi-Modal Grant Update – work is being done on the South Hangar ramp
8. MM-0068-1224 2024 MDOT Multi-Modal Grant Update – No work done yet.
9. Airport Road Sewer Extension – No change
10. Oktibbeha County Humane Society Request – No change
11. Cell Tower – No change
12. Jet A Truck – Covered in Airport Director’s Report
13. T-Hangar Survey – H. Thach discussed details for this item
14. NFPA 407 Anti-spill System for Re-fueling of Fuel Trucks – Waiting on parts, still no progress.

VIII. New Business

1. Land Lease for a Corporate Hangar – No action taken.
2. New Terminal Building Planning - Video presentation by C. Hardin and 2024 AIP preapplication due by the end of September
3. **Approval of Clearwater Consultants Invoice # 6 121.2306 for the Design of the Terminal Building Project in the amount of \$37,670.00 from the FAA Terminal Building Grant.** After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay the invoice #6 121.2306 for the Design of the Terminal Building Project in the amount of \$37,670.00 from the FAA Terminal Building Grant.
4. **Approval of Clearwater Consultants Invoice # 10 112.2306 for Airport Development in the amount of \$23,900.00 from the 3-28-0068-028-2022 FAA AIP Grant.** After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay the invoice # 10 112.2306 for Airport Development in the amount of \$23,900.00 from the 3-28-0068-028-2022 from the FAA AIP Grant.
5. **Approval of Tabor Construction Contract B South Hangar Ramp Invoice # 1 in the amount of \$49,574.48 from the MM-0068-1123 2023 MDOT Grant.** After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay the Tabor Construction Contract B

South Hangar Ramp Invoice # 1 in the amount of \$49,574.48 from the MM-0068-1123 2023 MDOT Grant.

6. **Approval of Clearwater Consultants Invoice # 3 1242301 for the design of the South Hangar ramp improvements in the amount of \$5,150.00 from the MM-0068-1123 2023 MDOT Grant.** After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay the Clearwater Consultants Invoice # 3 1242301 for the design of the South Hangar ramp improvements in the amount of \$5,150.00 from the MM-0068-1123 2023 MDOT Grant.
7. **Approval of Doug Martin's Invoice # 2 for electrical work in the new corporate hangar in the amount of \$10,000.00 from the 3-28-0068-029-2023 FAA BIL Grant.** After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay Doug Martin's Invoice #2 for electrical work in the new corporate hangar in the amount of \$10,000.00 from the 3-28-0068-029-2023 FAA BIL Grant.
8. Approval of Airport Purchase Orders:
 - J-3105 - Rebel Services – Change aviation fuel filters and calibrate fuel flow meters \$1,855.40
 - J-3124 - Columbus Fence - Replace FBO Gate Walk Way \$650.00
 - J-3125 - Aviation Fuel Products - 1" x 75' Av gas fuel farm hose \$1,158.53
 - J-3132 - Rackley Oil - Off-road diesel, Aeroshell oil, and regular unleaded gas \$1,468.38
 - J-3141 - Amazon - 2 - 3 packs of invoice books \$26.95
 - J-3143 - Bulldog Towing - Transport John Deere 5100E tractor to Wade Inc. \$250.00
 - J-3144 - Walmart - Blue shop towels, 24 pk bottled water, whiter= paper towels, coffee, mints, coffee mate, Gatorade powder \$108.55
 - J-3145 - Co-op - mower deck wheels, hardware & oil filters \$156.48
 - J-3146 - Paul's Welding - Straighten and weld mower deck brackets \$80.00
 - J-3147 - LOWES - Weedeater trimmer string, toilet flap for South Hangar \$44.13
 - J-3148 - Titan Aviation - Jet A Fuel \$29,029.49
 - J-3149 - NAPA - 6 quarts of 20W 50 GTX oil \$32.94
 - J-3150 - Rebel Services - 2 x 2" Vic T gaskets for Avgas truck \$54.96
 - *J-3151 - Clearwater Consultants - Pay Request # 5 for the new Terminal Building design \$61,640.00
 - *J-3152 - Tabor Construction - Hangar Erection Invoice #3 \$6,533.75
 - *J-3153 - Doug Martin - Invoice #1 for the Corp hangar electrical \$15,000.00
 - J-3154 - Gateway Tire - 61" left front tire repair \$9.95
 - J-3155 - R. Bouchillon - Reimbursement for ladder for Jet A truck and fender washers \$126.12

- J-3156 - Walmart - 2 AC Filters for the South Hangar & 1 for the Terminal Building \$31.76
- J-3157 - Wade Inc. - DEF System repair on John Deere 5100E tractor \$2,135.04
- J-3158 - East MS Lumber – Derby rope, flame lighter & screws \$23.96
- J-3159 - Titan Aviation - September Fuel Truck Rentals \$800.00
- J-3160 - Magnolia Bottled Water - 4 x 5 gallons of bottled water \$40.00
- J-3162 - Gateway Tire - Gator right rear tube \$19.33
- J-3163 - Walmart - FBO Printer paper & ink \$39.30
- J-3164 - Maxx South - Business Video - 9/11/23 - 10/10/23 \$174.13
- J-3165 - Titan Aviation - Jet A Fuel \$29,440.46
- J-3166 - Wade Inc. - Replace DEF Header and clear codes \$2,540.92
- J-3167 - Walmart - coffee, stirrers, earplugs \$43.56
- J-3168 - OREILLY'S - 4 bags of oil dry \$39.06
- J-3169 - R. Lincoln - 61" Hydraulic oil seal, AirNav listing, push button for avgas fuel farm \$125.90
- J-3171 - RSI Net - Data Service July-Sept 2023 \$180.00
- J-3172 - Garsite - Avgas fuel farm reel latch self-serve hose \$91.82
- J-3173 - East MS - Convert ring plier, 1 ½ x 1 bushing \$44.16
- J-3174 - Walmart – Mints, plastic cutlery, printer ink, hand soap & blue shop towels \$95.35

* Previously Approved

After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay the invoices listed above.

IX. Adjourn until 5:30 p.m. October 30, 2023 at the Terminal Building located at 120 Airport Road, Starkville, MS 39759

After discussion by the Board and upon a unanimous vote of those members present, it was agreed to adjourn until August 28, 2023 at the Terminal Building located at 120 Airport Road, Starkville, MS 39759.

Approved on: Oct 30, 2023

Airport Board Chairman: [Signature] Date: 10/30/23

Recording Secretary: [Signature] Date: 31/Oct/23