

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

December 18th, 2023 at 17:30 Hours

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

- I. Called to Order** - R. Dawkins called the meeting to order
- II. Welcome Visitors** - none
- III. Approval of Agenda** - After discussion by the Board and upon a unanimous vote of those present, it was agreed to accept the agenda as printed.
- IV. Adoption of Minutes from November 27, 2023 Airport Board Meeting** - After discussion by the Board and upon a unanimous vote of those present, it was agreed to accept the November 27, 2023 Airport Board Minutes as printed.
- V. Announcements/Comments**
- VI. Airport Directors Report** - R. Lincoln - reported on the one quote for the replacement gate controller, three lights above the new Corp hangar were replaced under warranty, working with Garan on the new Corp hangar, 414 nose strut damage has been taken care of, troubleshooting the runway lights regulator and ordered the parts. Work in process is maintenance on the zero turn mowers, runway and taxiway lights.
- VII. Engineers Report** - C. Hardin - discussed cleaning the lower north side of the T-Hangar buildings and the north side concrete
- VIII. Old Business**
 1. 3-28-0068-026-2021 FAA ACRGP Grant Update - funds have been received
 2. 3-28-0068-027-2022 FAA ARPA Grant Update - funds have been received
 3. 3-28-0068-028-2022 FAA AIP Grant Update - Clearwater work in process
 4. 3-28-0068-029-2023 FAA BIL Grant Update - Sunbelt Sealing invoice #1 for \$71,500, working on quotes for north taxiway crack sealing, discussion of water & sewer for the new Corp hangar and lighted taxiway signs

5. 3-28-0068-030-2023 FAA AIP Grant Update - waiting for leaves to grow on the trees for the inspection
6. Corporate Hangar Project / Lease - Tabor Construction is working on the punch list
7. MM-0068-1123 2023 MDOT Multi-Modal Grant Update - Closing out
8. MM-0068-1224 2024 MDOT Multi-Modal Grant Update - Clearwater working on the ramp extension design
9. Airport Road Sewer Extension - no change
10. Oktibbeha County Humane Society Request - no change
11. Cell Tower - no change
12. Jet A Truck - agreement signed
13. T-Hangar Survey - new policy approved
14. Taxiway D Dead End Signs to Corporate Hangar - Clearwater working on new signs
15. NFPA 407 Anti-spill System for Re-fueling of Fuel Trucks - waiting on parts

IX. New Business

1. Approval of the MDOT matching grant (5%) for the FAA 2023 BIL Grant 3-28-0068-029-2023 for \$16,389.00. **After discussion by the Board and upon unanimous approval from those present, it was agreed to approve the MDOT matching grant (5%) for the FAA 2023 BIL Grant 3-28-0068-029-2023 of \$16,289.00.**
2. 2024 Air Show - pass on 2024 and plan for 2026
3. Airport Strategic Planning - need funding, ALP update, Clearwater gather information from other airports.
4. UMMC Air Care Ground Lease and Hangar Construction – need to meet with UMMC and discuss the building design and plans to move forward.
5. 2024 Airport Board Officers - R. Dawkins President, B. Gray Vice President, J. Richardson Secretary - all members have agreed

6. New Terminal Building Planning – Clearwater is working on a page for airport history & plans
7. Approval of Clearwater Consultants Invoice # 2 119.2302 for the FAA 2023 BIL Grant Application and DBE Plan in the amount of \$16,136.00 from the FAA 2023 BIL Grant 3-28-0068-029-2023 – **After discussion by the Board and upon unanimous approval from those present, it was agreed to approve the Clearwater Consultants Invoice # 2 119.2302 for the FAA 2023 BIL Grant Application and DBE Plan in the amount of \$16,136.00 from the FAA 2023 BIL Grant 3-28-0068-029-2023.**

8. Approval of Airport Purchase Orders:

- J-3215 - Rackley Oil - Regular unleaded gas \$269.26
- J-3227 - Titan Aviation - Avgas fuel \$30,995.01
- J-3228 - Titan Aviation - Jet A fuel \$27,249.69
- J-3229 - Oktibbeha CO-OP - Ferris 52" mower front bearings & seals \$128.44
- J-3230 - Walmart - Coffee, trash bags, copy paper, jacket hooks \$40.28
- J-3231 - Walmart - Credit card machine roll paper \$12.26
- J-3232 - Sullivan's Office Supply - 901 ink cartridges \$49.40
- J-3233 - Amazon - Two Carlisle all trail tires for front of the Gator \$236.98
- *J-3234 - Clearwater Consultants - Invoice 119.2301 # 1 for FAA 2023 BIL grant application and DBE plan \$12,764.00
- *J-3235 - Clearwater Consultants - Invoice 1132301 # 1 for FAA 2023 AIP grant application & other administration \$4,277.00
- *J-3236 - Clearwater Consultants - Invoice 1242301 # 1 for 2024 MDOT project development and design \$12,795.00
- *J-3237 - Doug Martin - # 3 Final electrical invoice for the corporate hangar \$16,500.00
- J-3238 - Gateway Tire - Mount new tires on Gator front rims \$35.00
- J-3240 - Magnolia Bottle Water - 5 x 5-gallon water bottles \$50.00
- J-3241 - Titan Aviation - December fuel truck rentals \$800.00
- J-3242 - Oktibbeha CO-OP - Ferris 52" & 61" mower hardware and ant poison \$145.31
- J-3244 - Titan Aviation - Jet A fuel \$25,622.82
- J-3245 - Walmart - Shop towels, mints, invoice books, daily planner, printer ink, pens \$137.84
- J-3247 - Maxx South - Business Video 12-11-23 – 1-10-23 \$178.19

*** Previously Approved**

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

- X. Adjourn until 5:30 p.m. January 29, 2024, 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 5:30 p.m., January 29th, 2024, at the Terminal Building located at 120 Airport Road, Starkville, MS 39759.

Approved on: 02/05/2024

Airport Board Chairman:  Date: 02/05/2024

Recording Secretary:  Date: Jan 29, 2024