

**Macon County Airport Authority**  
**Minutes of the Regular Meeting Held on February 25<sup>th</sup>, 2014**

The Macon County Airport Authority holds its regularly scheduled meeting on February 25<sup>th</sup>, 2014 in its office at 1241 Airport Road, Franklin, North Carolina. All members are present (Member Haithcock arrives at 4:35 p.m.) Also present are Eric Rysdon, Project Engineer; Joe Collins, Legal Counsel; Jim Tate, Macon County Commissioner; Neil Hoppe, airport FBO; Travis Tallent, Macon County News; Ryan Hanchett, Franklin Press; and Bobby Coggins, Macon Media.com. Chair Gregory welcomes everyone present and calls the meeting to order at 4:09 p.m.

**APPROVAL OF MINUTES FOR MEETING HELD FEBRUARY 25<sup>TH</sup>, 2014:** After a discussion, Member Corbin makes a motion to approve the minutes as forwarded. Member Schmitt seconds the motion and it passes by unanimous consent.

**PUBLIC COMMENT SESSION:** None

**ENGINEERING REPORT:**

Mr. Rysdon reports that the apron rehabilitation project is completed and there is one more pay estimate to be submitted for payment before the project can be closed. He also states that he is meeting with the contractor in connection to the close out package, and he will forward the final pay estimate to Ms. McDowell for processing. Mr Rysdon also reports that he has inspected the Drake hangar site and it appears that the hangar is going to be a “nice, big building.”

**A. Funding Update-Lighting Project:**

Mr. Rysdon reports that he has been in discussions with the DOA in connection to changing the scope of the Non-Primary Entitlement grant to funding for obstruction lighting and for the rotating beacon. He states that he has not had a response as to whether the DOA will allow this scope change as of yet. Chair Gregory states that he has been trying to impress on the DOA project manager, the importance of this lighting project. He states that this is a serious safety issue. Mr. Rysdon states that Project Manager, Basil Yap is aware of and understands this problem, and that he has a meeting set up with Mr. Yap for next week. Mr. Rysdon also suggests using the electrical contractor who will be contracted with to do the runway lighting to possibly do the obstruction lightng and the rotating beacon project replacement/repair project. Chair Gregory states that he likes the concept, but emphasizes that time is of the essence, and that this project needs to be given top priority. The MCAA also agrees by consensus that this project should be given top priority.

- B. Final Certification Obstruction Removal:** Mr. Rysdon reports that he will check with the surveyor in connection to obtaining the Obstruction Removal report. Chair Gregory states that he is unsure of where the “log jam” is on this issue, but would like it removed and this issue settled ASAP. Mr. Rysdon states that he will report back to Chair Gregory this week regarding this matter.

- C. **Update on Runway Widening Project:** Mr. Rysdon reports that the initial documentation for this grant has not been submitted to the DOA as of yet. He states that the contractor superintendant was at the airport yesterday, and also states that the next steps in this process are getting the grant set up, signing the contract, scheduling the start date, and having a pre-construction meeting. Mr. Rysdon continues his report by stating that the runway lighting will be out of commission during construction, and that a NODAM in connection to this matter will be issued. Mr. Hoppe interjects at this time, that the beacon light NODAM that has been issued will expire on Saturday. He continues by stating that when a NODAM is issued, it should include a completion date. Mr. Rysdon will check on the NODAM renewal, and will report back to the authority. Mr. Rysdon continues with the runway widening report and states that the contractor plans to start construction around March 15, 2014. He states that the construction will be done at night, and that this process will involve a one (1) week shutdown after the first thirty (30) days of construction in order to overlay the airfield. He states that the runway will then be opened while the lighting is being finished and that a crew will be back in thirty (30) days to do the painting and striping. This project has been designed in this manner in order to lessen the impact on the airport and the FBO. Mr. Rysdon continues by stating that the runway widening project will need to be done in a hurry, in that the contractor has seventy (70) days to complete the project. Mr. Hoppe states that late April or early May is when the rush at the airport starts.

**PREPARATION FOR BUDGET PROCESS:** Chairman Gregory states that the MCAA needs to get ready for the budget process. Member Haithcock states that more funding is needed for utilities and propane. The other line items within the budget, as based on last year's numbers, appears adequate. Chair Gregory states that the budget should be ready for approval at the MCAA meeting in March, which is scheduled for March 25<sup>th</sup>, 2014. Chair Gregory encourages the other members of the MCAA to get in touch with Member Haithcock between now and the next meeting date with any questions or comments regarding the budget. Upon approval, the budget will be forwarded to the Commissioners.

**TIP UPDATE-SYLVA MEETING:** Chair Gregory, Member Haithcock, and Mr. Rysdon attended the TCC meeting workshop which was scheduled in order to update and review the new STI funding system. This meeting involved local input and follow up. Mr. Rysdon states that the preliminary numbers in connection to the rating of projects should be coming out at any time. This meeting was more of a general workshop, with an emphasis on how the funding will be determined and set up. RPO's will be setting up their individual scoring for projects and this will be a big change from the DOT funding matrix. Scoring will be more "local needs" driven. Chair Gregory states that the MCAA will learn and follow the new process.

**OTHER BUSINESS:**

Member Haithcock put up the new flags at the airport today. The authority expresses their appreciation.

There being no further business to discuss, Member Corbin makes a motion to adjourn the meeting. Member Schmitt seconds the motion, which passes by unanimous consent and the meeting is adjourned at 4:35 p.m.

Respectfully submitted:

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Pete Haithcock