

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

March 27, 2023 at 17:30 Hours

Those present were B. Gray, J. Richardson, R. Dawkins, K. Neal, H. Thach, A. Rendon, Maintenance Supervisor A. Pepper, R. Bouchillon Airport Operations Manager, Airport Director R. Lincoln, Board Engineer C. Hardin, Alderman Mike Brooks, absent were, A. Hughes, E. Hill, R. Rogers

- I. Call to Order** – R. Dawkins called the meeting to order
- II. Welcome Visitors** – Mike Brooks, Alderman
- III. Approval of Agenda** - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to adopt the March 27th agenda as presented.
- IV. Adoption of Minutes from February 27, 2023 Airport Board Meeting** - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to adopt the February 27th, 2023 Airport Board Minutes as presented.
- V. Announcements/Comments** - none
- VI. Airport Directors Report** – Presented by R. Lincoln, Airport Director. Two of the three ruts, one near the fuel farm, and the other was inside the fence at the South Hangar have been repaired. On March 8th, the Titan Fuel Inspection occurred and went very well. A part-time lineman and maintenance worker resigned. R. Lincoln and R. Bouchillon will attend the Advanced Liability Workmen’s Comp Training at MSU.
- VII. Old Business**
 1. 2021 FAA ACRGP Grant Update- Remaining balance of \$11,444.06.
 2. FAA ARPA Grant update - \$59,000 remaining balance.
 3. 2022 FAA AIP Update – Runway design on sub-grade ongoing.
 4. 2022 MDOT Multi-Modal Grant – Corporate Hangar, heavy material delivered. Sheet metal due on March 31st.

5. 2023 MDOT Multi-Modal Grant – South Hangar ramp improvement, waiting on dry weather.
6. 2023 AIP/Bill Grant - \$295,000 at 95%, due in April.
7. Airport Road Sewer Extension - \$450k to \$500k estimate for gravity system, pump station would be less.
8. Oktibbeha County Humane Society Request – C. Hardin will write a letter to the FAA.
9. Cell Tower – R. Rogers wrote a letter to the owner.
10. Jet A Truck – Discussed the used for sale Jet A truck’s condition and presented a list of repair items and cost. Will check with Titan on additional truck.
11. Ramp Entrance Improvements – Baker Ready Mix, the low bidder, making plans to start and finish the project.

VIII. New Business

1. Raspet Ground Station Power Request – Plans are being made for 120V, 50 amp service for MSU/Raspet at midfield.
2. Ground Power Unit (GPU) Rates - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to adopt a rate of \$50 per use.
3. Acceptance of the Lowest and Best Quote Regarding the Erection of the Corporate Hangar - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to table this item.
4. Acceptance of the Lowest and Best Electrical and Related Quote for the Corporate Hangar - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to table this item.
5. 2024 MDOT Multi-Modal Grant Application – Due by March 31st at MDOT. After discussion by the Board and upon a unanimous vote of those members present, it was agreed that the project would consist of the design of the ramp area regarding the new terminal building. The total for the design of the three segments totals \$196,200.
6. Terminal Project Professional Services Agreement - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to accept the Clearwater Professional Services Agreement for the design of

the terminal building Work Authorization #23-01 2023 Terminal Project in the amount of \$459,140.00. Will be paid from the Airport Terminal Grant program.

7. Pay Request # 2 Invoice PROG8108 in the amount of \$137,227.20 from the remaining balance of the MDOT MM 0068-1022 Grant and the 2023 AIP/Bill Grant - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay the Pay Request # 2 Invoice PROG8108 in the amount of \$137,227.20 from the remaining balance of the MDOT MM 0068-1022 Grant and the 2023 AIP/BILL Grant. This is contingent upon delivery in full.
8. Pay Request # 3 Invoice PROG8108-1 in the amount of \$22,871.20 from the 2023 AIP/Bill Grant – After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay Request #3 Invoice PROG8108-1 in the amount of \$22,871.20 from the 2023 AIP/BILL Grant. This is contingent upon delivery in full.
9. Pay Request No. 7 Invoice 112.2303 from Clearwater Consultants from the 2022 AIP 3-28-0068-028-2022 Grant in the amount of \$28,212.00 – After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay Request #7 Invoice 112.2303 from Clearwater Consultants from the 2022 AIP 3-28-0068-028-2022 Grant in the amount of \$28,212.00.
10. Approval of Airport Purchase Orders:
 - J-3007 - Rackley Oil - Havoline 20W 50 oil, regular unleaded gas \$186.18
 - *J-3020 - Tabor Const - Pay Request #5 from the MDOT MM 0068-1022 Grant \$45,697.50
 - *J-3021 - Clearwater Consultants - Pay Request #6 Invoice 112.2302 from the 2022 AIP Grant 3-28-0068-028-2022 in the amount of \$23,900
 - J-3022 - Walmart – Coffee cups, shop towels, GV K-cups, paper towels, Swiffer Wet Jet, coffee, ear plugs, pilot snacks, popcorn oil, mints, lubrication spray, printer ink, headlamp & invoice books \$199.93
 - J-3023 - Titan Aviation - Jet A Fuel \$26,283.01
 - J-3024 - Titan Aviation – March Fuel Truck Rentals \$800.00
 - J-3026 - Williams Lawn Maintenance - repair trucks ruts at FBO entrance \$481.50
 - J-3027 - Newell Paper Company - 2 cases of white folded paper towels \$65.17
 - J-3029 - Titan Aviation - 10 water detectors, syringe, DP UV lenses \$57.23
 - J-3030 - Bell Building Supply - Padlock for emergency fuel farm shut-off, sheetrock repair materials, spare key lock \$24.81
 - J-3031 - AvLab Aviation - FSII Fuel System Ice Inhibitor kit \$709.82

- J-3032 - Williams Lawn Maintenance - repair trucks ruts inside the fence at the South Hangar \$467.00
 - J-3033 - Gentry Signs – No trucks or trailer sign for parking lot \$45.00
 - J-3034 - Maxx South Broadband - 2-11-23 – 3-10-23 and 3-11-23 – 4-10-23 Business Video \$358.50
 - J-3035 - Walmart - Shop towels, paint for hangar office, printer ink, masking tape, paint tray w/rollers, mints, pilot snacks, coffee creamer, plastic spoons, coffee stirrers, & cups \$133.11
 - J-3036 - Amazon - Right rear tire for 61" Ferris mower \$95.78
 - J-3038 - Gateway Tire - Right rear flat repaired on the Ford Expedition \$25.00
 - J-3039 - R. Bouchillon - Walmart purchases, floor paint, paint rollers, stain, distilled water, manilla folders, coffee, pilot snacks \$100.62
 - J-3040 - S. Fisher - Reimbursement for digitizing of shirt logo \$50.00
 - J-3041 - VISA - Tractor Supply – Canopy top for 61" Ferris mower \$429.99
- * Previously Approved

After discussion by the Board and upon a unanimous vote by those members present, it was agreed to approve the Airport Purchase Orders listed in item #10 above.

IX. Recess until 3:00 p.m. March 30th, 2023 at 15:00 at the Terminal Building located at 120 Airport Road, Starkville, MS 39759. After discussion by the Board and upon a unanimous vote by those members present, it was agreed to adjourn this meeting until that time, date and location indicated above.

Approved on: April 24, 2023

Airport Board Chairman: [Signature] Date: 4/24/2023

Recording Secretary: [Signature] Date: 24/Apr/2023