

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

August 28, 2023 at 17:30 Hours

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

- I. **Call to Order** - R. Dawkins called the meeting to order.
- II. **Welcome Visitors** – Andy Fultz, Bill Page, Bert Nail, Thomas Sippel, Doug Dollar, Danny Jones, Drew Fultz and Sean Meachum.
- 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 July 24, 2023 Airport Board Meeting** - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to accept the agenda as printed.
- V. **Announcements/Comments** - none
- VI. **Airport Directors Report** – A recent wind damaged the doors on hangar E3 and we need to assess any damage and repair it. Water leak behind AWOS, corrected, need to have the top hangar door panels replaced on the South Hangar, discussed the scissor lift batteries, July 28 AWOS temperature repaired, all fuel filters have been replaced, new rear tires were installed on the Avgas truck
- VII. **Old Business**
 1. 2021 FAA ACRGP Grant Update – No change.
 2. FAA ARPA Grant update – No change.
 3. 2022 FAA AIP Update – Survey information gathered for south end drainage.
 4. Corporate Hangar Project / Lease – Tabor working on the perimeter of the building, electrical work started.
 5. 2023 MDOT Multi-Modal Grant / Project – South Hangar ramp work - working on finalizing work plans, project should last 3 weeks with good weather.
 6. 2023 AIP/Bill Grant – AIP due in a week or two, been using the BIL Grant.

7. 2024 MDOT Multi-Modal Grant Application – Received grant, will cover design for FBO ramp extension.
8. Airport Road Sewer Extension – All gravity will cost \$500K, a mix with a pump station would cost about \$250K.
9. Oktibbeha County Humane Society Request – No change.
10. Cell Tower – No change.
11. Jet A Truck – Mid-September scheduled to arrive
12. Oktibbeha County Annual Budget – No information.
13. NFPA 407 Anti-spill System for Re-fueling of Fuel Trucks – Parts on order from Rebel.
14. MAA Annual Conference Sept 13th-15th 2023 in Meridian, MS – Need to work out travel plans.
15. Cleaning Runway Marking's – Starting Wednesday, Aug 30th.

VIII. New Business

1. **NOAA Weather Station** – South of T-Hangars, requested extension through November 2024. - After discussion by the Board and upon a unanimous vote of those members present, it was agreed to approve the extension with no cost.
2. **Approval of Clearwater Consultants Invoice # 5 121.2305 for the Design of the Terminal Building Project in the amount of \$61,640.00 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 Clearwater Consultants invoice #5 121.2305 for the Design of the Terminal Building Project in the amount of \$61,640.00 from the FAA Terminal Building Grant.
3. **Approval of Tabor Construction Hangar Erection Invoice # 3 in the amount of \$20,047.77 from the 2023 FAA BIL Grant.** After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay the Tabor Construction Hangar Erection Invoice # 3 in the amount of \$20,047.77 from the 2023 FAA BIL Grant.
4. **Approval of Doug Martin's Invoice # 1 for electrical work in the new corporate hangar in the amount of \$15,000.00 from the 2023 FAA BIL Grant.** After discussion by the Board and upon a unanimous vote of those members present, it was agreed to pay the invoice #1 for electrical work in the new corporate hangar in the amount of \$15,000.00 from the 2023 FAA BIL Grant.

5. New Terminal Building Planning – A video overview was presented.

6. Approval of Airport Purchase Orders:

- J-3100 - Rackley Oil – Power steering fluid, Aviation oil, off-road diesel, Blue DEF Fluid and regular unleaded gas \$1,163.11
- J-3108 - Titan Aviation - Jet A fuel \$22,433.90
- J-3120 - Oktibbeha CO-OP - 61” mower blades & Round Up \$139.94
- J-3121 - Newell Paper - 2 cases of white multi folded paper towels & 1 case of tissue paper \$141.85
- J-3122 - Clearwater Consultants - Pay Request # 4 for the new Terminal building design \$53,360.00
- J-3123 - Tabor Construction - Hangar Erection Invoice #2 \$20,047.77
- J-3126 - RSI – AWOS scheduled maintenance & new temp cable & probe \$1,232.00
- J-3127 - Gateway Tire - Right Rear John Deere tire repair \$190.57
- J-3128 - Oktibbeha CO-OP - Lift pin & hardware for bushog \$16.21
- J-3129 - Walmart - Gatorade powder \$10.78
- J-3130 - Titan Aviation - August Fuel Truck Rentals \$800.00
- J-3131 - Titan Aviation - 100LL Avgas \$38,717.14
- J-3133 - R. Bouchillon - Reimbursement for FBO hangar door latch \$67.02
- J-3134 - LOWES - Cotter pins, fender washers, 13-gallon garbage bags \$20.99
- J-3135 - Safety Flag Co. - 3 Wind Socks \$315.47
- J-3136 - NAPA - Hydraulic line & fittings, hydraulic fluid & absorbent for Woods bushog \$156.89
- J-3137 - Magnolia Bottled Water - 4 x 5 gallons of bottled water & 3 sleeves of cups \$52.00
- J-3138 - US Postal Service - 1 year mailbox rental \$354.00
- J-3139 - Oktibbeha CO-OP – Mower belt for 15’ finishing mower \$86.39
- J-3140 - Maxx South - Business Video - 8/11/23 - 9/10/23 \$174.13
- J-3142 - Gateway Tire - 4 new rear tires for the Avgas Truck \$998.46
- J-3143 - Bulldog Towing - Tow John Deere tractor to Wade for repair \$250.00
- J-3144 - Walmart – Shop towels, bottled water, coffee, mints, coffee mate, Gatorade powder \$108.55.

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

* Previously Approved

7. **T-Hangar Tenant's** – Overall discussion of hangars, marketing plans related to various facets of airport operation, MSU MBA Student Sean Meachum will work on a market study.

IX. Adjourn until 5:30 p.m. September 25, 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 September 25th, 2023 at the Terminal Building located at 120 Airport Road, Starkville, MS 39759.

Approved on: 9/25/2023

Airport Board Chairman:  Date: 9/25/2023

Recording Secretary:  Date: 25/Sept/2023