

Regular Board Meeting Minutes

November 15, 2022 5:00 PM - Airport Conference Room

In attendance were board members, participants and guests as listed on the attached attendance sheet.

1. **Call to Order**- Chairman Locke called meeting to order at 4:59 PM; a quorum was confirmed.
2. **Invocation** – Ross Statham
3. **Welcome new Board Member** – Greg Cloud, serving Holmes County, was introduced by the Chairman and was welcomed.
4. **Review of Agenda.** Approved as submitted without changes or additions.
5. **Consent Agenda** items were, as previously determined by procedure, approved as submitted:
 - a. Last month's meeting minutes
 - b. Treasurer's report
 - d. Technology Report (No activity)
 - e. Grant Activity Report (No activity)
6. **Audience wishing to speak:** None.
7. **Airport Manager Report (enclosed):** Mark Wilson reported that the contractor working on the sewer and parking in front of the terminal accidentally cut our power to the terminal last week (note- which is why our meeting this month is one week late). It is anticipated that power will be restored tomorrow, November 16. Regarding airport operations, there was a discussion about some of the construction details, routine maintenance issues, and about fuel on hand and fuel cost trends. Wilson supplied a more up to date fuel on hand and cost trends report, enclosed.
8. **AVCON Report:** Calvin Palmer from AVCON (report enclosed) discussed the current terminal improvements project now underway, the obstruction removal (trees) and the electrical vault project. There was a motion (by Statham and seconded by Leuenberger) to direct the Chairman to sign a change order to pay for power movement issues, which has been approved for funding by FDOT. Carried.

Regarding the ongoing trees and bird rookery issue, Palmer reported that they have submitted a work plan to the Florida Department of Environmental Protection (DEP) (including a workup by an additional consultant) regarding the tree wetland area, to allow us to drain the area and remove all trees using traditional equipment. **The current dry tree removal quotes we have are on hold until we get word back from DEP regarding this approval.**

In addition to the above, pending task orders are listed on the report.

On page two of the report, Palmer asked the feelings of the board regarding long-term projects we should identify, which were discussed. In particular the Board believes that the removal of the rookery and trees is our highest priority (especially if it would allow us to develop the area between the shade hangars and the two commercial north hangars) and we would like to see additional hangars developed to the south of our current hangars as is in our long-term plan.
9. **Old Business:**
 - a. The Chairman reported that the Baptist College of Florida has relinquished their land lease by terminating their land-lease agreement, and that we have the paperwork on hand signed by their Chairman and by Locke. All Board members expressed their thanks and appreciation to Locke for his hard work in this regard. He reported that the final step, a signed lease by the Chamberlain Foundation, should be wrapping up shortly, and that we are now charging \$1200 per month rent on one of the hangars.

- b. Regarding the estate of James P. Neill, who has an aircraft in the shade hangar that we have filed a lien, Brenda Wilson (Admin) and Secretary Statham report that the attorney (in Texas), who had filed a significant lien on the estate, has sent us paperwork with signatures from Neill's widow on the settlement document; the attorney has stated that this matter will be fully settled at some point in the foreseeable future.
 - c. Airport Manager Mark Wilson reported that the Starlink satellite internet service is installed and working well. He reported that he will be installing a public router in the lobby shortly, which will separate the public network from airport computers and devices.
10. **New Business**
- a. Statham moved, and Williams seconded, that the Chairman sign the engagement letter from Hamilton and Associates directing them to continue serving as our auditor.
11. **Adjourn:** There being no other business, the meeting was adjourned at 5:46 PM.

These minutes were compiled by the Secretary on behalf of the Board of Directors, and when subsequently approved by the Board of Directors (the following meeting) and signed by the Secretary, shall constitute a true record to be included with the official legal records.



Ross E. Statham, Secretary