

# Danville-Boyle County Airport Board

Minutes of Meeting held on 16 February 2017

## I. Call to order

Chairman Stuart Powell called to order the regular meeting of the Danville-Boyle County Airport Board at 06:00pm on 16 February 2017 at the Airport.

## I. Attendance

The following persons were present:

|                            |   |  |
|----------------------------|---|--|
| <b>Air Board Members -</b> | Stuart Powell<br>King Pruitt<br>Marshall Wilt | David Caldwell<br>Rob Caldwell<br>Bart Gover |
| <b>Others Present -</b>    | Chad Smith<br>Christian Barker                | Glen Ball                                    |

## Open issues

### 1) Approve Minutes

The minutes from the 12 January 2017 meeting were reviewed.

Motion by Bart Gover to approve the minutes as presented. The motion was seconded by Rob Caldwell with all present voting in the affirmative.

### 2) Finance Report / Approve Bills

The revenue and expenditures for FY 2016/2017:

| Operation        | Revenues     | Expenditures | Net        |
|------------------|--------------|--------------|------------|
| Board            | \$163,419.76 | \$161,018.29 | \$2,401.47 |
| Special Projects | \$115,975.00 | \$115,995.00 | (\$20.00)  |
| TOTAL            | \$279,394.76 | \$277,013.29 | \$2,381.47 |

The balance of the Community Trust Account is \$15,870.40

The balance of the First Southern Account is \$37,232.86

CD # 6503276575 has a balance of \$19,995.96

Bills presented to be paid.

|                          |          |
|--------------------------|----------|
| TMP Group                | \$39.93  |
| Quality Outdoor Products | \$89.15  |
| Office Depot             | \$189.97 |
| Lowes                    | \$121.81 |
| Total                    | \$440.86 |

Motion by King Pruitt to approve the finance report and bills as presented. The motion was seconded Bart Gover with all present voting in the affirmative.

### 3) New Corporate Hangar / T-Hangar Projects

The plans have been sent to the state for review. The advertisement for bids should be out in a couple of weeks.

Chad Smith recommended that the new T-Hangars be fully nested as opposed to standard nested. The board agreed to use the recommendation of fully nested for the T-Hangars. The new T-Hangars will have electric bi-fold doors, two (2) electrical outlets and two (2) T8 lights.

4) RW 1/19 Tree Removal Project

The land owner request that the stumps be removed in the scope of the project. Chad Smith will finalize the project specification so the advertisement for bid can be published in the local paper.

5) FBO Report

1. Air Evac hangar door straps are frayed. Schweiss has been contacted and verified that the straps are under warranty. Overhead Door of Lexington (installer of the door) has provided an estimate of \$1,800.00 to install and adjust the new straps. Christian will contact Elmer Baird of Lexington Overhead Door to look at the door to see if a reason can be determined why the straps are fraying before the board takes action.
2. The credit card reader at the fuel pumps needs a software update to be able to read new credit cards that are being issued. The cost of the software update is \$945. The software comes with the Gold Service Plan that cost \$995. Since the current maintenance plan expires April 30, 2017 the board will purchase the Gold Plan to get the software update.
3. Adrian has stated to Christian that he would be interested in the office located off of the board room. Adrian would like to know what the rent amount for the office before making a decision. The board set the amount at \$150 per month. Christian will get with Adrian to inform him of the amount the board agreed on.

6) Bi-Fold Door Straps & Repair: West Side Shop Heaters: Storage Hangar Roof

The straps on the Air Evac hangar door was discussed in Agenda Item 5.

The roof on the west side hangars needs to be replaced. The board has received one estimate and will contact a couple of more contractors to get their estimates.

7) Adrian Reynolds – Office Space

Discussed in Agenda Item 5.

8) Manager Replacement

The board discussed the pros and cons of hiring Christian Barker as the new manager. The board agreed to offer Christian the job of Airport Manager with an annual salary of \$36,000, a \$2,000 education allowance and membership to the Kentucky Aviation Association.

Motion by Marshall Wilt to extend an offer of employment to Christian Barker. The motion was seconded Rob Caldwell with all present voting in the affirmative.

9) Adjourn

Motion by King Pruitt to adjourn at 8:57pm. The motion was seconded by David Caldwell with all present voting in the affirmative.

Minutes submitted by: David Caldwell



Minutes approved by: Stuart Powell

