

SPRINGFIELD - ROBERTSON COUNTY JOINT AIRPORT BOARD
Regular Meeting Minutes – May 10, 2023
Springfield - Robertson County Airport, Springfield TN

Board Members present: Jerry Converse, Edison Guthrie, Gina Holt, Paul Nutting, Chris Simpkins, Janice Wallace, Lewis Walling

Board Members absent: none

Ex-Officio Members present: Billy Vogle, Ryan Martin

Airport Staff present: Brian Urbach, Lynn West, Mark Stoesser

Chairman Paul Nutting called the meeting to order at 8:00 am. All seven members of the board were present.

The minutes from the April 12, 2023 regular board meeting were sent to board members prior to the meeting. Gina Holt made a motion to approve the minutes as presented. Janice Wallace seconded the motion, and it passed unanimously by a voice vote.

Edison Guthrie gave the Treasurer's Report for April, 2023. There was a total of \$252,709.92 in the bank accounts. There was a \$15,289.77 loss for the month; however, for the year, there is a surplus of \$17,952.85 including grants received. There was an expense of \$9,878.74 for the airport security system in April. Chris Simpkins made a motion to approve the Treasurer's Report as presented. Janice Wallace seconded the motion, and it passed unanimously by a voice vote.

Brian Urbach gave the airport manager's report. There were 2,508 flight operations at the airport in April, which is an increase from 1,448 flight operations in April, 2022. There were 4,945 gallons of 100LL and 2,268 gallons of Jet-A fuel sold. A new hangar door for Wingnuts was ordered at a cost of \$31,000. Brian is getting bids for the installation. The door cost and installation are covered by insurance, but there is a \$2,500 deductible. There were three events at the airport in April. The weekend of April 22 was a Trail Life scouting campout; around 80 people participated. On Friday, April 28 there was a Food Truck Friday event. On Saturday, April 29, there was a Spring Fever Auto Show. The car show had 150 cars displayed, and many visitors came to see them. Two tie-down based aircraft had their radios stolen; a hole in a chain link fence was discovered by the sheriff's department during the investigation. Brian attended the annual TDOT General Aviation Regional Meeting, which is preparation for the updating of the Airport Capital Improvement Plan (ACIP) report. The Highland Rim Aviation building, Hangar F, floor renovation is complete. The steel was removed, and the concrete was poured and

sealed. There was another music video filmed at the airport; this one featured country singer Zach Seabaugh.

A resolution was sent to the Robertson County Budget and Finance Committee and the Springfield Board of Mayor and Aldermen seeking approval for airport employees to join the Tennessee Consolidated Retirement System. During discussion of the resolution, it was noted that the resolution was only about the process of joining the TCRS. Although the Airport's Proposed Budget for Fiscal Year 2024 is an attachment to the resolution, passing the resolution is not an approval of the proposed budget. Ultimately failure to provide the necessary funding for employee retirement will nullify the resolution and end the process. Chairman Paul Nutting attended the Robertson County Budget and Finance Committee meeting in support of the resolution to join TCRS.

Jerry Converse made a motion to authorize a joint venture participation in the Tennessee Consolidated Retirement System in accordance with Tennessee Code Annotated, Title 8, Chapters 34-37. The chairman will sign the resolution and the secretary will attest to the signature. Janice Wallace seconded the motion, and it passed unanimously by a voice vote. Jerry Converse then made a motion to authorize a resolution for a participating employer agreement with TCRS for a deferred compensation plan. The chairman will sign the resolution and the secretary will attest to the signature. Edison Guthrie seconded the motion, and it passed unanimously by a voice vote.

The current lease with Wingnuts Aviation expires May 12, 2023. A new lease with them is still being negotiated. County Attorney Clyde Richert prepared an agreement to renew the current lease until the June 30, so the new lease can continue to be negotiated and then signed. The agreement includes a statement that the mutual breach of documents provision in the Release of Claims agreement of May 21, 2019 will terminate on May 12, 2023 and not be part of this lease extension. Both TDOT and the FAA have approved this lease extension. The AMF Aviation lease expires June 30, 2023; at that time all the stored planes will have been removed from their leased property. Lewis Walling made a motion to approve the lease extension agreement with Wingnuts Aviation to June 30, 2023. Chris Simpkins seconded the motion, and the motion passed unanimously.

Airport Manager Brian Urbach has updated the lease template with information for a new lease with Wingnuts. Clyde Richert is reviewing the lease now. A lease committee of Chris Simpkins, Janice Wallace, and Lewis Walling will review the lease before the June regular board meeting. Discussions are ongoing as to who is responsible for major and minor repairs to the buildings; major repairs have been defined. Aircraft tie-down spaces will be paid separately in the new lease; parking lot spaces will be non-exclusive.

Ryan Martin said the Springfield Board of Mayor and Aldermen has approved the Airport's

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Proposed Budget for Fiscal Year 2024, contingent upon the Robertson County Commission providing equivalent funding. Paul Nutting reported that he met with Vonda Gates, Economic Development Director, for the Robertson County Economic Development Board to inquire about the Economic Development Board possibly funding the local government matching portion of the three (3) capital improvement grants included in the Airport's Proposed Budget for Fiscal Year 2024. The board discussed the City of Springfield and Robertson County funding employee costs for health insurance and retirement, and the Robertson County Economic Development Board providing the local match for the grants. Gina Holt made a motion to request the Robertson County Economic Development Board to fund all three (3) of the local matches for the capital improvement projects in fiscal year 2024 in the amount of \$103,750. Edison Guthrie seconded the motion. The motion passed 4-2, with Jerry Converse and Chris Simpkins voting against the motion.

Brian Urbach, Clyde Richert, and Paul Nutting have spoken with aviation attorney Margaret Martin. It was determined that we would temporarily suspend discussion about the formulation of the agreements necessary for the public/private partnership for the construction of thirty (30) new T-hangars until further progress has been made on the site preparation work.

Paul Nutting said the airport employees receive 40 hours of flexible leave per year. He is investigating increasing flexible benefits for airport employees to 10 or 12 days of flexible leave per year. Brian would manage the leave. Paul would like to discuss this matter at the next regular meeting.

Paul Nutting asked for comments by board members. Chris asked about the procedure for making the Economic Development Director an ex-officio member of the board rather than the Chamber of Commerce's Executive Director. It will have to be on the agenda and follow the procedure in the Joint Airport Board By-Laws.

Chris Simpkins made a motion to adjourn the meeting. Jerry Converse seconded the motion, and it passed unanimously by a voice vote. The meeting was adjourned at 9:24 a.m.

Respectfully submitted,

Edison Guthrie
Secretary - Treasurer