

MINUTES
CITY OF CLEVELAND
MUNICIPAL AIRPORT AUTHORITY
March 15, 2019
9:00 A.M.



Be it recorded that the Cleveland Municipal Airport Authority met in a regular session on Friday, March 15, 2019, at 9:00 a.m. in the Cleveland Municipal Council Room

MEMBERS PRESENT: Lynn DeVault, Verrill Norwood, Steve Wright and Robbie Garrison

MEMBERS ABSENT: Ben Chandler

CITY STAFF: Mark Fidler (Airport Manager), Brian Beck (Engineer), Beverly Lindsey (Assistant to the City Manager), Laura Duncan (Recording Secretary)

FBO STAFF: Cheryl Balazi

CONSULTANTS:

GUESTS:

MEDIA:

CALL TO ORDER

The meeting was called to order by the Chairman, Lynn DeVault, at 9:03 a.m.

ROLL CALL

Chairman DeVault called the roll and is recorded above as Members Present.

ACCEPTANCE OF MINUTES

Chairman DeVault called for a motion to accept the minutes from the January 18, 2019 meeting. Steve Wright so moved, seconded by Verrill Norwood and was unanimously passed.

UPDATES

Director's Report

Runway Subsidence Repair Project:

Mark reported that the grant was returned by TAD on March 13, 2019.

Mark was able to inspect the culverts this week and found no evidence of failure of culverts, such as cracked walls or collapsing ceiling. He did find that many of the weep drains are filled with mud and there is a significant amount of gravel on the floor. The gravel is not from the walls and most likely

from the streambed.

Pre-bid meeting is scheduled for Monday, March 18, 2019 at 1300L. Bid will close on March 25, 2019 and will be awarded ASAP following contractor qualifications review by PDC.

Board Member Norwood wanted to know if there were any signs of leakage in the culvert. Mark replied that there was not any leakage in the culvert.

Director's Report

Sink Hole Near Taxiway B:

This sink hole developed sometime Monday between 10-1400.

Chairman DeVault asked the depth of the hole. Mark said that it was about a yard deep. It wasn't a big hole, but we are starting to have some issues like this.

Board Member Wright asked if the culvert had a concrete floor? Mark said yes, but he doesn't believe that this issue has any relationship to do with the culvert issue. The sink hole is substantially further south of the culvert. He feels positive that it is caused from the heavy rains we have been having. Sink holes are starting to show up. There was one filled last summer and now this one. He says its just a characteristic of the soil in this part of the country. Board Member Wright agreed that the rain in the last 6 months has caused many maintenance problems with all kinds of infrastructure. He asked when the swag with the runway first showed up, and Mark replied that it was first noticed late September.

Mark called public works about the sink hole and they brought a load of topsoil to the Jetport and filled the hole.

Board Member Wright asked if there were plans to camera or investigate the drainage above the taxiway. Mark said that was included in the grant to repair that and that they can start on it as soon as possible. They don't have to wait on the rest of the project for that. They will be doing some of that work under local bidding practices.

Board Member Norwood asked if this issue would make a difference in the decision to go with the less expensive repair for the runway, or could this trigger getting it fixed the right way the first time? Mark explained, that at this time, the State would only fund the less expensive option. TDOT understands that this might not work, and if it doesn't hold they will fund the total repair when needed. Board Member Wright responded that you can't fix it without knowing exactly what the cause is. He stated that he has seen this material used in highway repairs. If it is something that will fix the issue it does work and lasts for years.

Director's Report

HVAC System:

Repair is completed: all heating and cooling zones of the terminal building are now functioning as designed. A total of 4 units have now been replaced to date.

Chairman DeVault wanted to know how many total units we have. Mark said there are 12 total units for the building.

Director's Report

Fuel Farm Repair:

Electrical issues with the fuel farm have been resolved. You may recall, the Jet-A system was, for reasons unknown, turning itself "on" and would run continuously until the power was interrupted. An intermittent load relay was the probable culprit. We filed an insurance claim with TML for the damages and received a settlement check in the amount of \$1500.34.

Director's Report

Terminal Building Water Leaks:

Following heavy rainfall, the FBO office area and the airside entrance to building had water leakage issues. After extensive investigation, the contractor, Dewayne Bowman, determined that the issue was with the window shims not having been removed before the building facia was applied. He removed the shims and the leaks have subsided.

Director's Report

Cleveland Fire Department EVOC Training:

KRZR was happy to provide a large area for the annual Emergency Vehicle Operator Course Training that all Cleveland fireman are required to complete. CFD training personnel set up a challenging road course thru which equipment was driven while being timed.

Director's Report

Candies Creek Roadway and Drainage Improvement Project:

Mark Introduced Brian Beck, Engineer, with The Cleveland Development and Engineering Department, to explain the project. Brian reported that the city was working on a project on Candies Lane. The section of Rolling Hills and Inverness has a major flooding issue and road must be closed with even a small storm. It has been closed about 3 times in past 3 months. They are looking to raise the road about 3 feet to help with the drainage and flooding. The Airport Authority owns a track of land that the City of Cleveland Engineering Department is requesting an easement to complete this project.

Chairman DeVault recommended that the Airport Authority not only grant the Easement, but to give it back to the City. City funds were used to purchase the track of land that was needed for mediations while building the Airport, so it seems inappropriate to sell it back to them. Chairman DeVault said that it would need a vote, however they could work out of order, as the discussion is listed as item D on the agenda.

Steve Wright made motion to give the easement to the City, seconded by Verrill Norwood and Robbie Garrison and it was unanimously passed.

Director's Report

Fun with Friends visit:

Fun with Friends is a group of special needs adults that visited the Jetport on March 14,2019. During their visit they were able to look at airplanes, tour the terminal building and visit the Erlanger Hospital LifeForce 1 base. They were very excited to see the Jet Port, especially the LifeForce helicopter.

Directors Report

Airport Day:

Date to be determined; likely May or September with September being more likely due to the repairs on runway. Main attraction of event will be the vintage American Airlines DC-3 aircraft, The Flagship Detroit. Other participants will be invited as well as representatives from CAP, MTSU, AFROTC, Wings of Eagles Flight School, and other vintage aircraft owners/operators. Details of contracts with operators are still being worked out at this time.

Discussion:

Board Member Wright asked how the hanger construction was coming. Mark said they were about to start work on it again, maybe today. They had a long meeting earlier this week and he is optimistic. The Contractor has been told to resume work. Chairman DeVault brought up the contractor asking if we were holding a completion bond. She brought up that maybe that is something we should look into for the future. Mark responded that they might want to reword the contract for completion. Currently it states they have a year to start the project but there is no timeframe for completion. Board Member Wright questioned how the Airport Authority would have any standing to require a bond, wouldn't that be up to the owner of the hanger?

FBO Report

Cheryl reported:

- The fuel sales seem to be out of the winter slump. They have been up the last month and half and improving.
- The flight training is steadily growing. The Cherokees are really taking off in a great way.
- They are looking forward to working with us on the Aviation Day. She feels it's important to get the community more involved with the airport. And excited to participate and help make this event a success.

UNFINISHED BUSINESS

NEW BUSINESS

(A) Retro Motion Authorizing the Chairman to Sign a Request for Funding in the Amount of \$35,068 to Repair the Runway and Taxiway (This is to replace request dated 12/20/18 in the amount of \$98,600)

(B) Retro Motion Authorizing the Chairman to Sign a Grant in the Amount of \$35,068 to Repair the Runway and Taxiway

(C) Retro Motion Authorizing the Chairman to Sign PDC Work Authorization 19-34 in the Amount of \$25,068 for the Engineering Services to Repair the Runway and Taxiway

(D) Discussion of Easement (Adjacent to Candies Lane) to the City of Cleveland (This Discussion took place and voted on during the Director's Report)

(E) Motion Authorizing the Chairman to Sign a Request for Funding in the Amount of \$63,942.00 for the Construction Phase of the TWY & RWY Subsidence Repair.

Chairman DeVault called for motion to approve both items A, B, C and E. Verrill Norwood so

moved seconded by Robbie Garrison and was unanimously passed.

BOARD MEMBER REPORTS

Lynn DeVault – None

Verrill Norwood – None

Steve Wright – None

Robbie Garrison – None

Ben Chandler – Absent

Adjournment

The next monthly meeting is May 17, 2019 at 9:00 a.m. Since there was no further discussion, Chairman DeVault adjourned the meeting at 9:32 a.m.

Respectfully submitted,

Laura Duncan,
Recording Secretary

Handouts:

Monthly Revenue & Expense Reports

Letters to Ms. Michelle Frazier and Mr. Phillip J. Braden submitting for review the proposed Zoning and Resolution to Bradley County and proposed Zoning Ordinance of the City of Cleveland, TN.

Proposed revision to Bradley County's Zoning Resolution To Limit Hight of Objects Around Cleveland Municipal Airport.

Proposed Zoning Ordinance of the City of Cleveland TN concerning properties in proximity of the Cleveland Municipal Airport.

Request from City of Cleveland Engineering Services for an Easement to a track of land located on Candies Lane.

Request for funding for the TWY & RWY Subsidence Repair – Phase II (Construction)

Construction Plans for Runway & Taxiway Subsidence Repair Project

FY2020 Cleveland Regional Jetport Requested Budget

Information Attachments:

Funding Request to Repair Runway & Taxiway (This is to replace the request dated 12/20/18)

Runway and Taxiway Repair Contract

PDC Work Authorization 19-34

Authority Attendance Log

Payments