

LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
MINUTES
AUGUST 21, 2001

The meeting was called to order at 9:00 a.m. by the Chairperson, Keith Bridges. The agenda along with the time and place of the meeting was posted in accordance with State Law.

PRESENT:

Keith Bridges, Chairperson
Dorice Shanklin, Asst. Secretary
Larry Benson, Member
Stanley Haywood, Member
Hossein Moini, Secretary
John Marco, Asst. Secretary
Mike Dixon (arrived late)

ABSENT:

Wayne Harrison
Chuck Klein

ALSO PRESENT:

Barbara McNally, Airport Manager
Attorney
Pat Sullivan, Admin. Asst. J
Transportation
Tracy Tate, Regional Air
Eagle Maint.

Chuck Wade, Airport

Jim Beazer, Ft. Sill

Chris Pittman, American

The roll call confirmed that there was a quorum present.

OLD BUSINESS

a) Actions Pending - Bridges said all actions pending from the regular board meeting of July 31, 2001 would be covered during this meeting.

b) Minutes - Bridges asked for additions and/or corrections to the minutes of the July 31, 2001 regular board meeting.

MOTION BY BENSON, SECOND BY SHANKLIN, to approve the minutes of the meeting as stated above. AYES: Bridges, Moini, Shanklin, Marco, Benson, Haywood. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a) American Eagle - No report given.
 - b) Atlantic Southeast Airlines - No report given.
 - c) Regional Air - No report given
 - d) American Eagle Maintenance - No report given.
 - e) Fort Sill Transportation -No report given.
 - f) Lawton Air Traffic Control Tower - No report given.
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PERSONNEL COMMITTEE (Chuck Klein, Committee Chair)

Dorice Shanklin reported for Chuck Klein, who was absent.

a) Personnel Salaries Review -Shanklin said the committee met and reviewed the current personnel staffing and salaries. Shanklin said the manager briefed the committee on the recent loss of a senior employee and future hiring of a new employee. Shanklin said the committee discussed the manager's recommendation to redistribute the funds made available with the loss of the employee. Shanklin said it is the recommendation of the committee to redistribute the funds to the current employees.

MOTION BY MARCO, SECOND BY HAYWOOD, to approve redistribution of funds to current employees. AYES: Bridges, Moini, Shanklin, Marco, Benson, Haywood. NAYES: None. MOTION CARRIED.

DEVELOPMENT COMMITTEE (Stanley Haywood)

a) AIP 16 Update - Perimeter Fencing and Road Project / Marking Threshold and Taxiway Holdlines.

Haywood reported the engineer will have the plans and specifications ready for bidding by August 24th. The project will then be advertised, with bids due in mid September. Haywood said the Authority will need to meet sometime after that to award the contract.

Shanklin asked if the committee will meet with the engineer to review the plans and contract documents prior to the bid opening. Haywood said yes.

McNally said there has been a new development in conjunction with this project. McNally said she had a discussion with Jim Beazer, the Fort Sill Transportation officer yesterday concerning the fence that was blown over. Beazer mentioned at that time that the fence surrounding that ramp can not be any higher than the current one or the large planes will not be able to use that ramp. McNally said the current plan is to replace that fence with a 10 ft fence with barb wire.

McNally said the alternative would be to leave the existing fence around the ramp and run the new perimeter fence from the terminal across the parking lots on both sides and install drive through gates. McNally said this will eliminate the problem we currently have controlling the parking in the employee parking lots and limit the public's access to the fence adjacent to the ramp. Beazer ask that the fence surrounding the ramp be reinforced with steel posts not aluminum.

Bridges said he is for closing off that parking lot. Bridges went on to say that he will vote against bringing a chain link fence up to the terminal. Bridges said he is concerned about the aesthetics and does not want to lose the looks of the terminal. Bridges said he would recommend a brick wall. Shanklin said the design should be left up to the engineer. Moini said the cost of the wall would probably be a factor in the decision.

Shanklin said this change will affect the engineer's ability to draw up the plans and specifications for this project. Shanklin recommended contacting the engineer immediately following this meeting and schedule a Development committee meeting to discuss the changes.

McNally said this project needs to be out for bids quickly, so the engineer will need guidance from the Authority as soon as possible. McNally said this grant will need to be issued by September 30. McNally said the head of the FAA Airports Division will be at the airport today. McNally said she will discuss the eligibility of the wall project with him.

CHAIRMAN'S REPORT

a) Oklahoma Aeronautics Commission Grant - Wade said the \$20,000.00 grant was issued with \$5,000.00 of that be placed in an interest bearing escrow account. Wade said this agreement the Authority has before them is a standard escrow agreement.

MOTION BY SHANKLIN, SECOND BY BENSON, to approve accepting the OAC grant and establishing the escrow account. AYES: Bridges, Moini, Shanklin, Marco, Benson, Haywood. NAYES: None. MOTION CARRIED.

Bridges asked if the committee policies are ready. Shanklin said the committee policies are ready and will be brought to the Authority's next meeting.

AIRPORT MANAGER'S REPORT

a) FAA Certification Inspection -McNally said the annual Certification Inspection was conducted August 12 -14. McNally said it was a good inspection. There are two items that required action. The first is repair to the bases of four runway lights that have shifted causing the lights to burn unevenly and replacing the some of the firefighter's suits that either don't fit or show wear and tear. McNally said the first item is being taken care offend the second is being coordinated with the Fire Chief.

b) Financial Reports -McNally reported that the closing balance of Fund 61 was \$93,708.64, Incomes for the month \$34,377.63, Closing balance (Imprest fund) \$435.64, Interest\$142.31 for a total of \$128,664.22. Projected Expenses were Purchase Orders submitted \$17,702.55, Wages/FICA/Insurance 12,000.00, Outstanding Checks \$24,452.67, Special Checks \$4,766.29 for a total of \$58,921.51 in expenses, leaving a balance of\$69,742.71.

MOTION BY SHANKLIN, SECOND BY MOINI, to approve the financial reports as submitted. AYES: Bridges, Moini, Shanklin, Marco, Benson, Haywood. NAYES: None. MOTION CARRIED.

ATTORNEY'S REPORT

a) Refuse Agreement with the City of Lawton -Wade said that he has received from the City Attorney's office an agreement to waive the dumpster and landfill to the Airport in lieu of the Airport taking responsibility for cleaning and policing the airport perimeter roads.

MOTION BY SHANKLIN, SECOND BY BENSON, to approve accepting the agreement with the City of Lawton to waive refuse charges. AYES: Bridges, Moini, Shanklin, Marco, Benson, Haywood. NAYES: None. MOTION CARRIED.

NEW BUSINESS

a) Repair or Replace A/C Unit at ODOT Building -McNally said the A/C unit at the ODOT building has gone out, it is a 31 years old unit. McNally said she received two bids one from Bill Miller and one from Pippin Brother for both the cost of repair and replacement. McNally said the lowest cost of replacement is Pippin Brothers in the amount of \$2,740.00. McNally said the cost of repair is \$420.00. McNally asked for guidance.

MOTION BY SHANKLIN, SECOND BY HAYWOOD, to approve replacing the unit with Pippin Brothers in the amount of \$2,740.00. AYES: Bridges, Moini, Shanklin, Marco, Benson, Haywood. NAYES: None. MOTION CARRIED.

There being no further business, the meeting was adjourned.

Keith Bridges, Chairperson