

The North Little Rock Airport Commission Meeting was held at noon on Thursday, March 15, 2012 in the 2<sup>nd</sup> floor Conference Room of the City Services Building.

Chairman Mark Halter called the meeting to order.

The roll being called, the following Commissioners attended; Rick Ashley, Don Blakey, Matt Chandler, Mark Halter, and Brad Hughes. Toby Burkett and Jim Julian were absent.

Mr. Chandler motioned to excuse Mr. Burkett and Mr. Julian's absences. Mr. Hughes seconded his motion. The motion passed.

Mr. Halter asks that we go ahead and discuss out of order an item from New Business because the tenant can only be at the meeting for a limited amount of time. The issue concerns the construction of Jerry Homesly and Bill Slaughterer's hangar. Mr. Halter explains that NLR waste water has to build a sewer line to reach their hangars. At one point we thought it would be about 500 or 600 dollars for materials, and waste water would do the labor. We agreed to pay for the materials. The waste water commission decided they wanted approval for that from the airport commission. Mr. Halter said after discussing with this with Bill Stagg at Waste Water, that the price for materials would be closer to \$12,000 to \$20,000 for materials. Mr. Rogers explains on a map where the pipe line will be installed. Mr. Halter proposes that Mr. Homesly, Mr. Slaughterer, and Mr. Rogers meet with waste water to see how much it would actually cost, then we can go from there. Mr. Slaughterer explains that when they initially talked with Skipper Polk about the situation, he estimated it would be \$400 or \$500 dollars, so they agreed to continue forward, and signed their leases and everything. Mr. Slaughterer says he doesn't know why they need a new manhole or 8" line, but he'll get together with Mr. Rogers to work on it. Mr. Chandler asks if there is an existing septic tank, Mr. Slaughterer says there is. Mr. Halter says they just need to get with waste water and Mr. Rogers to get a better cost estimate. Mr. Ashley asks if we need a motion, Mr. Halter says he doesn't think so, they just need to get together and figure out the cost. Mr. Slaughterer interjects that he's had a lot of good luck and cooperation working with Mr. Polk on the lease and construction, and he thanks the commission and Mr. Polk for their help.

### **Disposition of Minutes**

Mr. Hughes moves to approve last month's minutes as presented, Mr. Blakey seconds. The motion passes unanimously.

### **Financial Report**

Mr. Rogers explains he met with Stephanie in finance last week to make sure we're on the right track and he is reading the report properly. He says we are overdrawn in contract labor because he accidentally charged items to contract labor that should have been charged to professional services. Stephanie says she's working to resolve that. Mr. Halter asks if year to date we have revenues of \$41,000 about 20%. Mr. Rogers says more deposits have been made since then

from the electric department and Central Arkansas Water. Mr. Rogers explains the percentage is high because more people pay rent in January. Mr. Hughes moves to approve the financial report, Mr. Blakey seconds. The motion carries unanimously.

### **Old Business**

Barrett Hangar Construction- Mr. Rogers addresses the leaks that have been happening at the Barrett hangar. Only one leak is still happening, but our engineer Blake Roberson is worried about mildew in the insulation from previous leaks. Mr. Rogers says we are withholding their final \$30,000 payment until they fix it. Mr. Halter asks if we put a new roof on it, Mr. Rogers says yes. Mr. Ashley asks if we put in new insulation, Mr. Roberson answers yes. Mr. Chandler asks who gives the final okay to release the \$30,000. Is it the commission? Mr. Roberson says he's been the one to do it up until now. Mr. Chandler says he wants to make sure it's handled before we release the final payment. Mr. Roberson it's been substantially complete for four or five months, but every hard rain there are leaks. Mr. Roberson explains where the leaks are, where the roof over the main hangar meets the office area and back shop area, and above the sliding door. Mr. Chandler asks if CWR has been coming out to fix it. Mr. Roberson says they have been. Mr. Halter says typically, you ask that company to fix it, and if they can't you hire someone else to do it. Mr. Halter asks if \$30,000 would pay for the repairs and Mr. Roberson says yes. Mr. Ashley says if the insulation is wet, it all needs to come out. Mr. Rogers says he and Mr. Roberson are working together on making sure the work gets done right.

### **New Business**

Personnel changes- Mr. Rogers announces that Skipper Polk retired as of March 8, 2012. Mr. Rogers announces that the maintenance worker position is also currently available and in the process of being filled. Mr. Halter announces that they will go into executive session to discuss personnel issues.

Back after executive session- Mr. Halter announces they decided to make Mr. Rogers the Interim Director of the airport. Mr. Blakey moves to appoint Mr. Rogers, Mr. Hughes seconds. The motion passes unanimously. Mr. Halter congratulates Mr. Rogers, Mr. Rogers thanks the commission.

Lighting Rehab- Mr. Rogers explains the plan that he and Mr. Roberson have come up with along with Lubin Enterprises to get the work done in two weeks. Starting April 1, Lubin and Garver will look at weather forecasts, and as soon as there is a 10 day stretch with no rain predicted, we'll start work and do our best to work 14 consecutive days to get the lighting system installed. Arrangements can be made to open the runway back up for flights if necessary, but we must be given a day's notice. Mr. Chandler wants to make sure everything is being communicated to the pilots, and post it to the website.

State Grant- Mr. Rogers announces we got approved for a state grant to pay for the new regulator, vault, beacon, and control panel. It's a 90/10 grant. Mr. Ashley approves the grant, Mr.

Chandler seconds. The motion carries unanimously. Mr. Rogers announces that the state aeronautics board is short on money and will start being more selective with grants for the short term.

**Security Report-** None, Mr. Honeycutt is absent.

**Director's report-** Mr. Rogers thanks the commission for their confidence in him, and that he'll continue to serve the airport as best as he can.

Mr. Chandler asks about minutes on the website. Mr. Rogers says he's got the minutes on the website, he just needs to change the format. Mr. Melton who is in attendance says we should fix the website to where the old website doesn't come up when you google the NLR airport. Mr. Rogers says he should be able to set that up.

Mr. Chandler moves to adjourn, Mr. Hughes seconds. The motion passes unanimously.

Meeting Adjourned.