

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, June 8, 2023, at 6:00 p.m., in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Nanette Paghi, Chair
Alex Smith, Vice Chair
Michael Williams, Secretary
Jennifer Chelwick
Joshua Tate
John Peroyea, II
Kevin Griffin

Others Present: Sharlette Wright, Airport Manager
Tammy Bowen, Airport Operations Assistant
Richard Abernethy, Director of Administrative Services, City of Waxahachie
Billie Wallace, Council Representative, City of Waxahachie
Chris Wright, Council Member, City of Waxahachie
Patrick Souter, Council Member, City of Waxahachie
Clyde Melick, Assistant Manager, City of Midlothian
Justin Coffman, Mayor, City of Midlothian

Call to Order: Chair Nanette Paghi called the meeting to order.

Invocation: Mr. John Peroyea gave the invocation.

Public Comments: There were no public comments.

CONSENT AGENDA:

- Minutes of Meeting Scheduled May 11, 2023
- Financial Report – Period Ending May 31, 2023
- FBO Report on Fuel Sales – May 2023

Ms. Jennifer Chelwick made a motion to approve the Consent Agenda as presented; second by Mr. Joshua Tate. All Ayes.

REGULAR AGENDA:

Monthly Airport Operations and Projects Report – May 2023: Ms. Sharlette Wright gave a brief overview and answered questions on the Airport Operations and Projects Reports.

Committee Reports:

Finance: No Report.

Economic Development: Vice Chair Alex Smith reported that the Committee discussed several issues. Primary goals for the Airport (land acquisition and hangar construction), possible funding through government grants, Cities and City A/B Boards, and additional concerns of impact on Through the Fence access of future growth of the Airport and Federal funding. In addition, they discussed ways to find MROs/businesses that might want to consider relocating to our Airport.

Education: Secretary Michael Williams reported on the safety meeting held on May 20th. Mike Montefusco spoke on “Perfect Landings”. There were quite a few tenants that attended.

Tenant Relations: No Report.

Events: Ms. Tammy Bowen reported on the Pancake Breakfast Fly-In. Expenses totaled \$6,769.76 and Revenue \$6,831. Net proceeds \$61.24. We served 987 people breakfast. The Boy Scouts were paid \$2.50 per plate with a total of \$2,467.50 for catering. In addition, they received a \$1,000 donation for all their help. We sold 281 train rides at \$3 per ride which totaled \$843 in revenue, so the train almost paid for itself (\$850). We felt it was a very successful event. Everything seemed to run smoothly and we have received several compliments.

Community Relations: Mr. John Peroyea reminded the Board that he reported on signage at the last Board meeting. He is just waiting for those things to take place.

Amending the Mid-Way Regional Airport Joint Airport Board Meeting Rules to Change the Time of the Airport Board Meetings: Ms. Jennifer Chelwick explained that this is our third meeting since the time change and we have not had a significant amount of attendees that are tenants. It seems that after thirty-five years of it being at 4:00 pm that we are not accomplishing what we had hoped to accomplish. She has had input from people from both Cities and tenants that they can come less frequently now. Chair Nanette Paghi agreed that it has created some logistic issues. Secretary Michael Williams noted that it is just going to take some time. Airport Board rules were just changed, so the public can now speak up in discussions and there is more opportunity to get more people involved.

Chair Nanette Paghi made a motion to change the time of the Airport Board meetings back to 4:00 pm; second by Vice Chair Alex Smith. The vote was as follows. Ayes: Chair Nanette Paghi, Vice Chair Alex Smith and Ms. Jennifer Chelwick. Naes: Mr. Kevin Griffin, Mr. Joshua Tate, Mr. John Peroyea, Secretary Michael Williams. The motion failed.

Each Board Committee's Purpose and Goals: Chair Nanette Paghi shared that they have had several discussions about the Committees and being involved with Economic Development and Finance it has really made it apparent that the Committees need to have their chance to establish what goals or subject matters that they want to address that year because Committees change every single year. She noted that they can bring it back to the Board and then every month they have a Committee Report and can make recommendations.

Through the Fence Agreements: Ms. Sharlette Wright mentioned that this item was tabled last month and it was put back on the agenda this month for a Board decision. She pointed out that in our Rules and Regulations it states "Through-the-Fence Operations Prohibited – No private individual, partnership, FBO, company, or corporation shall be permitted direct ground access to the Airport by their aircraft, customers' aircraft, or private vehicle from property adjacent to or in the immediate vicinity of the Airport. Furthermore, no private individual, partnership, company, corporate, or customers' aircraft or vehicle shall be permitted direct ground access to property from the Airport – a practice commonly known as a "through-the-fence operation." Under extenuating circumstances, the Airport Board and Cities Council may request approval from TxDOT Aviation Division for certain through-the-fence operations on a case by case basis". After discussion the Board agreed that requests for Through-the-Fence should be considered on a case by case basis as written in the Rules and Regulations.

Update on AWOS Bids and Funding: Ms. Sharlette Wright explained that we received two bids for the AWOS replacement. The issues with the bids were one did not send in their complete packet and the other did not send in the acknowledgement of receiving the amendment that was done. There was an amendment because someone called in asking questions. They both have been put aside since neither was complete. The bids came in lower than TxDOT's estimate.

We will be getting a state grant instead of having to pay TxDOT's full estimate of \$200,000. It will be a 75/25 grant. If we go ahead and bid it out again on our own and get them to do it correctly we have paperwork and can turn it in for reimbursement. We cannot sign a contract to put in the AWOS until we get the grant. If we do it beforehand we will not get reimbursed. It would be about October before we could get approval from TxDOT. The Board felt that there should be a way to get this done sooner.

Ms. Wright informed the Board that the last time the technician came out about the AWOS he said that it was getting spikes from the pots line, so they switched it to fiber. She noted that it should have helped. No one has complained to her since the adjustment. However, some of the Board members said that there are still issues. Ms. Wright stated that she cannot address these issues if no one lets her know. The Board asked if it would be possible to get a report from DBT on how often the AWOS has been down since adjustments were made to the phone line. In addition, the Board asked that they check the transmitter for the radio because Secretary Mike Williams shared that so many times he gets on the frequency and it is just a solid tone.

Approval of the FY 23/24 Mid-Way Regional Airport Joint Airport Budget: Ms. Sharlette Wright gave a brief overview and answered questions on the FY 23/24 Airport Budget.

Ms. Jennifer Chelwick made a motion to approve the FY 23/24 Mid-Way Regional Airport Joint Airport Budget as presented; second by Mr. Kevin Griffin. All Ayes.

Appointing Airport Board Members and other Members to the Airport Master Plan Advisory Committee:

Vice Chair Alex Smith made a motion to approve appointing Mr. Kevin Griffin, Ms. Jennifer Chelwick and Mr. John Peroyea as Members to the Airport Master Plan Advisory Committee; second by Mr. Joshua Tate. All Ayes.

Adjournment: There being no further business,

Mr. John Peroyea made a motion to adjourn; second by Mr. Joshua Tate. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant