

KEYSTONE AIRPARK AUTHORITY
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MINUTES OF THE BOARD MEETING OF THE KEYSTONE AIRPARK AUTHORITY
Wednesday, Sept. 17, 2008
CONFERENCE ROOM, KEYSTONE AIRPARK

Chairman Thomas called the meeting to order at 7:00 p.m.

Prayer was given by Bob Canady followed by Pledge of Allegiance

Present: Noel Thomas, Dean Weaver, Karen Lake, Bob Canady, Ron Lilly,
Pat Corbin, Jim Young, Sarah Massey & Heidi Stiens of Passero Associates

Noel Thomas asked that the board review the consent Items both minutes and financials were attached.

Motion to approve by Dean Weaver Second by: Glen Harris All Ayes

Dean Weaver noted that fuel sales are reported in gallons, it showed us for Low Lead about 30% behind from Aug. of last year. Mr. Weaver noted that this is caused by two items; 1 being our increased price of fuel (pennies at a time) so we are no longer the absolute low bid, we are second or third in fuel pricing 2nd fact is Palatka has changed it's policy on pricing so they now compete with us regularly. Jet fuel sales showed a significant difference, He noted that we needed to keep in mind that this is probably due to the heavy use of Jet fuel during the fires last year. Mr Weaver suggested due to the drop in fuel sales the Airpark needed to find other sources of revenue.

Mr. Weaver reported that a T-Hanger review committee will meet on Sept. 30th; he will give a status report at next meeting. Mr. Killmeyer, committee member, will call the office to assure all members will be able to meet that day.

Mr. Weaver as requested at last meeting, talked with Mr. Bradley and Mr. Taylor regarding our notice of meetings to be sure we are following the Sunshine Laws. Both Mr. Bradley and Mr. Taylor agreed that we should run an ad in the Bradford Telegraph and Lake Region Monitor every month stating our meetings to be held on the 1st Wed. and 3rd Wed. of each month. The 1st Wed. will be when we schedule our special meetings with the 3rd Wed. will be our regular monthly meeting. We also need to post in our window, the City public board and on our website 72 hours before a meeting. Noel Thomas suggested that we invite the Attorney to our Oct. 15th regular board meeting to discuss the sunshine law and review our policy on notification of board meetings. Mr. Weaver will call the Attorney and invite him to our meeting.

Mr. Harris presented the bill for Site Prep for payment.

Mr. Canady reported that we finally received the interlocal agreement; it is in the hands of the City Attorney for review.

Mr. Thomas met with Wilkerson Construction and Mr. Luster, the subject came up regarding counties that are now putting down a new granite, crushed rock pavement road, it is not the white top, it is different and there is no permitting required. It is semi permeable. Once down it becomes a good base for putting asphalt down at a later date. The cost is approximately 25% less in cost and should excel the project.

Ms. Lake talked about our Website, and proposed that we look at revamping the website and making it more up to date and snazzy. It was noted by Noel Thomas that we should at this same time look into a digital recorder so the meeting can be listened to on our website. Mr. Canady liked the idea of selling the airport and the area to website visitors. Mr. Canady suggested a Committee be formed and establish what we want and need on our website and bring forth at the Oct. 1st Meeting.

Motion: Bob Canady Second: Glen Harris All Ayes

Jim Young reported that the repair on the airplanes that were damaged in moving them around , we have two bids on from Joe Davis for \$2412.00 and Johnny Arpen for \$2150.00 . Mr. Canady commented that he understands the plane owner has a preference on who does the job; Mr. Weaver noted that he thought the plane owner should be able to chose he wants working on his plane. Mr. Thomas noted that it's his option since it has to meet his acceptance.

Motion: Dean Weaver Second: Karen Lake All Ayes

Jim Young noted that it will cost us around \$480.00-\$500.00 for inspection, repairing, retagging, and weighing of around 45 – 50 fire extinguishers. Dean Weaver asked who the low bid was, Mr. Young said it was Py Barker.

Motion to use Py Barker by: Dean Weaver Second: Bob Canady All Ayes

Also noted by Jim Young, the State Inspector was here for re-licensing this year and his comment was “Good Job”. It was noted that Mr. Young deserves congratulations for this good inspection.

Mr. Young informed us that Mr. Wigham of European Rally School has reported that someone seems to have a code to get into the European Rally School and using the track at night, it appears that the vehicle is causing some damage, the Sheriff’s Dept. has been called and an investigation is on going. Mr. Weaver suggested that all gate codes be changed. Mr. Young thought since there are more than 100 codes in the system and therefore is working on Mr. Wigham’s codes at this time. Mr. Young also noted that he had to pick up 4 or 5 beer cans scattered up and down the entrance road, which is not found everyday. Mr. Canady suggested that we find out if there is a grant out there for cameras to be placed throughout the airpark.

Mr. Thomas shared with us that we have 3 bids for a new accountant since Mr. Boyd has informed us that he will not be working with us as of Oct. 1, 2008. The bids are: Mr. Lex Greens, \$50.00 per hour, however he is not a CPA but expects to be one in Jan. 2009. Rebecca Williams \$450.00 month; Orian Wells is \$400.00 month. Orian Wells is located in Gainesville and it would be difficult to drive to take and pick up materials in Gainesville. Mr. Canady suggested that we have both Rebecca Williams and Orian Wells to come to our Oct. 1st meeting to answer questions and review what is needed from the board. Pat will call and arrange for both of them to be at our Oct. 1st meeting.

Mr. Thomas talked about the changes in our by-laws regarding notice of special meetings. Change states that we will send notice by E-mail with an RSVP and if no response from you was received we will be call to see if you will be in attendance. Mr. Weaver suggested that we make it much shorter. No vote can be taken on this matter until it goes before legal review.

Mr. Thomas asked for approval to go forward with the bids for the T-Hanger , Bulk Hanger, Fire Suppression and Camp Blanding Road. To get this done we have to write 4 contracts; one with Wilkerson and three with Pipeline. When we negotiated with Pipeline, we agreed to work with them same as the school board does during construction. Pipeline will put together a proposal for the building, when we get the invoice for that building it will be verified and approved by Pipeline that all materials are included. Once signed off we will pay that directly, this brings us a savings of 6 1/2 % in sales tax. The tax in Bradford and Clay County is 7%; Pipeline will get 1/2 % for handling the paperwork. This will save us between 50-60 thousand dollars.

Need a motion to approve Pipeline & Wilkerson and negotiate tax saving upon Attorney review.

Motion: Dean Weaver Second: Bob Canady All Ayes

Mr. Thomas met with the City; they reviewed our Special Even Alcohol Policy, no changes. Next step is it will go to legal; we need it back by next board meeting.

The Garden Club of the Lakes, have started a program spotlighting their boosters, they have chosen Keyston Airpark to be spotlighted us for September 2008.

Mr. Thomas requested at Monday’s City Meeting, as of Monday night we were split from the City. We are now on our own for insurance. Mr. Conley, Florida League of Cities has been notified that we are on our own. Workers Comp. will be paid thru the City. We asked about having our own Auditor, the City has no problem however Mr. Bradley is reviewing to see if legally that will acceptable.

For housekeeping reasons, we went back and reviewed the minutes of meetings for the time that the Attorney indicated that Mr. Canady was not an official board member. Two things occurred during that time, the budget approval was one, which we have already have re-approved on and the other was the \$2,000.00 for clearing of trees that were down on the fence. Mr. Harris re stated the motion for clearing the trees. Mr. Harris noted that the trees were not cleared yet due to weather.

Motion by: Bob Canady Second: Dean Weaver All Ayes

We have approximately 180-200 feet of fence damaged, about 20 top rails bent and 28 barb wire holders broken. Jim Young needs to get the fence company out to give us an estimate for repairs.

Mr. Thomas informed us that Earth Tech is still sending us a bill for the CADD , there is still a balance of \$2800.00. Mr. Weaver said we did not make a motion to pay for the portion of the bill that included the CADD.

Ms. Baker requested for only a price but Earth Tech went ahead and did the CADD without our permission. The board suggested that Mr. Thomas call James Pearce from Earth Tech and get an explanation of this outstanding balance. Mr. Thomas agreed to call and talk with James Pearce.

Mr. Thomas informed us that Sat. morning at 10:00am is the final reading of the budget. We went through with flying colors on our budget; he commended everyone for job well done.

According Mr. Thomas said the Gold truck need to put out to bid as surplus property. The title is down at the City and we will need to locate that before disposal of truck. Any other surplus property should be included in this surplus bid.

Motion: Karen Lake

Second: Dean Weaver

All Ayes

Mr. Weaver, asked that we make the following change on the interlocal agreement, page 2 of 10, paragraph 1, the second line , all land use needs to say within the Bradford County geographic boundaries. Time line to get this done is by Oct. 1st.

Motion to adjourn: Glen Harris

Meeting adjourned at 9:03 p.m.

Noel Thomas, Chairman

Attest

Karen Lake, Board Secretary