

Morehead-Rowan County Airport Board Meeting Agenda

Thursday, 29 August 2024– 6:00 PM

Morehead-Rowan County Clyde A. Thomas Regional Airport

1800 Rodney Hitch Blvd., Morehead, Kentucky

- A. Call to Order
- B. Confirmation of a Quorum
- C. Recognition of Guests
- D. Resolution honoring Dr. Charles M. Derrickson
- E. Approval of Minutes from the July 2024 Regular Meeting
- F. Receive Financial Report for July 2024
- G. Public Comment

H. Reports

- a. FBO Activity Report: Mr. Holley
- b. Garver Report: Mr. Adams
 - 1. Apron Expansion Project
 - 2. AWOS Relocation Project
 - 3. FY25 – 29 FAA ACIP
- c. Building and Grounds: Mr. Oliver
- d. Legal Report: Mr. Rogers
- e. Chair Report: Dr. Mattingly
 - 1. KAA Annual Conference October 23rd – 25th
(<https://kyaviation.org/annual-conference-2/>)

I. Old Business:

J. New Business:

- 1. Approval of FY25 – 29 ACIP
- 2. Approval of Audit Contract with Lane & Associates
- 3. Potential Distillery Partnership – Mr. Helton
- 4. Marketing strategy for new apron – Mr. Helton

K. Adjournment

Next Regularly Scheduled Meeting – 6:00 pm 26 September 2024

Morehead-Rowan County Airport Board Meeting
Meeting Minutes
July 25, 2024

Chairman Bruce Mattingly called the meeting to order at 6:13pm in the Airport Conference Room with board members David Perkins, Bob Helton, Tom Fossett, and Ron Oliver. The members present via Zoom were Tim James, Shannon Murphy, and Wes Holland. The member absent was Porter Dailey. The guest present via Zoom was Will Adams – Garver PE. The guests present were Jack Holley – FBO, Holley Aviation LLC, and Barbara Marsh – Administrative Assistant to the Board.

Dr. Mattingly presented Minutes of the June 2024 meeting. The motion to approve the June 27, 2024, Meeting Minutes, was made by Mr. Oliver, seconded by Mr. Helton, and approved unanimously.

Dr. Mattingly presented the June 2024 financial report consisting of Statements of Activity and Financial Position. The motion to approve the June financial report was made by Mr. Helton, seconded by Mr. Oliver, and approved unanimously.

Public Comment

None.

Reports

- a. **FBO Report.** Mr. Holley reported on airport activities, maintenance and fuel.
 1. Fuel Report July. 1209 gallons AVGas 100LL; 2800 gallons JETA.
 2. Community Hangar/Tie Downs: Matt Oldham-Eagle Upholstery, Zane McGlade, Brian Jones, and Brandon Hamilton. Tie Downs: Charlie Hamilton, Johnnie Broughton, and Clark Aviation.
 3. Matt Oldham. Mr. Oldham has been served by the court regarding vacating the community hangar. A hearing date has been set for July 31.
 4. Lee Lipps Plane. Mr. Ratliff, Mr. Riffle, Mr. Owen, and Mr. Holley hoisted and secured Mr. Lipp's project for display in the community hangar ceiling. There is a narrative with pictures on [Holley Aviation's Facebook page](#) which is generating many positive comments.
 5. Lighting. Mr. Eric Cowan completed repairs on the damaged PAPI light and has been paid in full for time and materials. Mr. Cowan also exchanged the faulty wall packs (6) on the T-hangars.
 6. Traffic. There has been a wave of medium class Net Jets, which at times resulted in multiple large aircraft on the ramp simultaneously. This event highlighted, again, the importance of tenants refraining from leaving unattended vehicles and/or aircraft on the ramp. These planes could not have been accommodated otherwise. Mr. Holley will generate a letter/email to all tenants regarding this matter asap.

The Pancake Breakfast on June 1 was a great fly-in day. There were approximately 70 participants.

b. **Garver Report:** Mr. Adams

1. Apron Expansion Project. The grass is growing well, but there is still a ditch problem. A meeting was held on Monday, July 22, 2024, with Mr. Holley, Mr. Adams, Mr. Oliver, and a contractor representative. Shamrock needs to return with instruments and determine the actual grade vs eyeballing it.
2. AWOS Relocation Project. The Kentucky General Assembly has earmarked \$200K for each general aviation airport. Each airport must send in invoices and a drawdown form to receive the funds. The state intends to provide further details on this soon. A pre-application has been submitted to the state to fund the remainder of the project. Mr. Adams feels confident the state will come through with the funds.
3. Airfield Electrical. The interference and noise seem to be cured with the installation of the replacement inductors.

c. **Building and Grounds:** Mr. Oliver

Hay. Spring hay has been harvested. There are still some rolls here awaiting transport to MSU Derrickson Agricultural Complex. Fertilization and broadleaf control are needed. MSU will have one of the local companies come out and spray. Mr. Holley will check on using a drone to spray also.

Curb Stops. Mr. Holley reported that curb stops/bumpers would be a good safety addition next to the terminal building sidewalk. There is a trench grate which needs to be considered. Short pins could be used to secure the stops. Cost comparisons and inquiries will be made for concrete vs rubber stops.

d. **Legal Report:** Mr. Rogers

None.

e. **Chair Report.** Dr. Mattingly

Dr. Derrickson resigned from the board in July. A resolution will be prepared and presented at the August board meeting honoring Dr. Derrickson for his leadership and years of service. Dr. Derrickson was an original member of the newly formed Morehead-Rowan County Airport Board (May 28, 1999). Local officials will be invited to attend.

Old Business

New Business

- a. **Approval of 2023-2024 Final (actual) Budget.** Dr. Mattingly reported that our current financial position as of June 30, 2024, is good. The Apron expansion project has been paid for, and as a result of change orders and liquidated damages, we didn't need to borrow the full amount approved from Frontier Housing. We will be able to

pay off the Frontier loan with the receipt of the FY25 BIL funds. The motion to approve the FY23-24 Final (actual) Budget was made by Mr. Oliver, seconded by Mr. Holland, and approved unanimously.

- b. **ARC Grant Program.** Mr. Helton reported that a notice had been sent out about a study being conducted by Ohio State University about EV Aviation and future needs of EV Aviation in the Appalachian regions of Ohio, Kentucky and Tennessee and ARC grants related to this. Mr. Brad Schwandt, Deputy Commissioner, KY Department of Aviation, is the contact person. No other information is available. Mr. Helton reported with the major construction of the distillery next door, we might consider what our future needs are and work with Fleming Mason Energy as they construct the electrical plant for [Eastern Light Distillery](#).

Adjournment

The meeting was adjourned at 6:43pm.

Morehead-Rowan County Airport Board
Airport Capital Improvement Program (ACIP) Project List
FY2024-FY2028

Airport:	Morehead-Rowan County Airport, Clyde A. Thomas, Regional Airport	LOCID:	SYM	State:	KY	Date Submitted:	August 30, 2024		
Sponsor Contact:	Dr. Bruce Mattingly	Tele. Ph #	606-776-1232	E-mail:	b.mattingly@moreheadstate.edu				
Consultant Contact:	William C. Adams IV	Tele. Ph #	859-410-2627	E-mail:	wcadams@garverusa.com				
Project Description & Cost Estimate									
FY	Project Description	Project reflected on ALP	Sponsor Priority Number	Estimated Total Cost of Project	Cost Allocation \$				
					AIP Entitlements	BIL Allotment	AIP Discretionary/ State Apportionment/ Other	State Participation	Sponsor Participation
Federally Funded Projects					90% Max	90% Max	90.0%	5.0%	Varies
2025	Repay loaned AIP funds to 913			\$ 150,000	\$ 150,000	-	-	-	-
2025	Repay private loan for Apron Expansion Project using BIL funding.			\$ 144,000	-	\$ 144,000	-	-	-
2026	Repay loaned AIP funds to EKQ			\$ 92,000	\$ 92,000	-	-	-	-
2026	Repay private loan for Apron Expansion Project using BIL funding.			\$ 144,000	-	\$ 144,000	-	-	-
2026	Carry over remaining NPE funding to FY2027			-	\$ (58,000)	-	-	-	-
2027	Community Hangar (Planning, Environmental, and Design)	Yes	1	\$ 75,000	\$ 67,500	-	-	\$ 3,750	\$ 3,750
2027	Carry over remaining NPE funding to FY2028			-	\$ (140,500)	-	-	-	-
2028	Carry over NPE funding to FY2029			-	\$ (290,500)	-	-	-	-
2029	Community Hangar (Construction)	Yes	2	\$ 1,000,000	\$ 440,500	-	\$ 459,500	\$ 50,000	\$ 50,000
Participation Totals				\$ 1,605,000	\$ 750,000	\$ 288,000	\$ 459,500	\$ 53,750	\$ 53,750
State Funded Projects								100.0%	0.0%
2024	AWOS Relocation (Land Acquisition and Construction)	Yes	1	\$ 275,000				\$ 75,000	\$ 200,000
Participation Totals				\$ 275,000				\$ 75,000	\$ 200,000

Note: Attach additional sheets as necessary to fully describe projects or to add information needed for a full understanding of project scope, location and costs. Please indicate phasing of projects within project description.

***THE MOREHEAD - ROWAN COUNTY CLYDE A. THOMAS
REGIONAL AIRPORT BOARD OF DIRECTORS***

Adopts the following

RESOLUTION

Honoring

Dr. Charles M. Derrickson

WHEREAS, Dr. Derrickson provided honorable and distinguished service to Rowan County and the City of Morehead Kentucky as a founding member of the Morehead-Rowan County Clyde A. Thomas Regional Airport Board of Directors for over 25 years; and

WHEREAS, Dr. Derrickson, utilizing his broad experience as an entrepreneur, farmer, Dean, College President, and advisor to numerous elected and appointed officials, provided critical leadership as the Board transitioned from a small airstrip to a thriving Regional airport; and

WHEREAS, Dr. Derrickson, as Chair of the Airport’s Building & Grounds Committee, utilized his agricultural knowledge and expertise to develop the airport grounds into an aesthetically pleasing and productive environment; and

WHEREAS, Dr. Derrickson served as a trusted advisor to several Board Chairs and the Executive Committee on a wide range of issues; and

WHEREAS, Dr. Derrickson served as Chair of the Officer Nominating Committee for many years successfully identifying the best candidates; and

WHEREAS, Dr. Derrickson mentored the new talent behind him ensuring success for the individual and the Board; and

WHEREAS, Dr. Derrickson through his esteemed friendship, leadership and wisdom given over two decades has left this Board stronger and more capable.

THEREFORE, BE IT RESOLVED by the Morehead-Rowan County Regional Airport Board that Dr. Charles M. Derrickson be commended for the time, energy, dedication and distinguished service he gave as a member of the Airport Board of Directors.

The Board extends its very best wishes to this fine citizen of the Commonwealth.

ADOPTED unanimously on this twenty-ninth day of August 2024.

Bruce A. Mattingly, Chair

Bob Helton, Vice-Chair

David Perkins, Secretary-Treasurer

Timothy C. James, Past Chair

Porter Dailey, Past Vice-Chair

Ron Oliver, Past Vice-Chair

Tom Fossett, Member-at-Large

Wes Holland, Member-at-Large

Shannon Murphy, Member-at-Large

ATTEST: _____
Barbara Marsh, Administrative Assistant

Morehead-Rowan County

Airport Board

Statement of Financial Position

As of July 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Citizens Bank Bldg/Grnds Dep Reserve NOW Acct. .25%	7,635.68
Citizens Bank Construction Account NOW .25%	83,064.10
Citizens Bank Operating Account NOW .25%	9,307.67
Total Bank Accounts	\$100,007.45
Other Current Assets	
Edward Jones CD 2 mo 5.15% 6.5.23 matures 8.14.23	0.00
Edward Jones CD 1 mo 5.1% 8.17.23 matures 9.18.23	0.00
Edward Jones CD 3 mo 5.3% matures 9.11.23	0.00
Edward Jones CD 3 mo 5.3% matures 9.6.23	0.00
Edward Jones CD 3 mo 5.35% matures 10.27.23	0.00
Edward Jones Money Market	3,219.29
Total Other Current Assets	\$3,219.29
Total Current Assets	\$103,226.74
Fixed Assets	
15000 Furniture and Equipment	760.90
Total Fixed Assets	\$760.90
TOTAL ASSETS	\$103,987.64
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
30000 Opening Balance Equity	321,613.58
32000 Unrestricted Net Assets	-230,192.12
Net Revenue	12,566.18
Total Equity	\$103,987.64
TOTAL LIABILITIES AND EQUITY	\$103,987.64

Morehead-Rowan County

Airport Board

Statement of Activity

July 2024

	TOTAL
Revenue	
43400 Direct Public Support	
43420 County Operating Support	4,416.67
43440 City Operating Support	3,750.00
Total 43400 Direct Public Support	8,166.67
44500 Government Grants	
44520 Federal Grants	26,791.00
Total 44500 Government Grants	26,791.00
45000 Investments	
45031 Interest, checking account	25.24
45040 Interest Income, savings account	6.37
Total 45000 Investments	31.61
47500 Rentals	
47520 T-Hangars	5,732.00
Total 47500 Rentals	5,732.00
Total Revenue	\$40,721.28
GROSS PROFIT	\$40,721.28
Expenditures	
62100 Contract Services	
62112 AWOS Maintenance	807.00
62140 Legal Fees	250.00
62150 FBO	3,333.33
62170 Administrative	1,250.00
Total 62100 Contract Services	5,640.33
62800 Grounds and Facility Support	
62830 Facility Repair and Maintenance	1,674.12
62840 Equipment, Repair, and Maintenance	218.94
62870 Vehicle Registration/Repair/Mainte	84.11
Total 62800 Grounds and Facility Support	1,977.17
63000 Insurance	
63010 Insurance - Property, Er/Omis	17,885.34
Total 63000 Insurance	17,885.34
64400 Utilities	
64410 Electric	881.44
64420 Telecommunications	157.79
64430 Waste Disposal	95.22
64440 Water and Sewer	159.96
64450 TV	60.28
Total 64400 Utilities	1,354.69

	TOTAL
65000 General Administration	
65040 Material & Supplies	35.42
65130 Business Registration Fee	250.00
65890 Events, Ceremonies, & Meetings	135.00
Total 65000 General Administration	420.42
65200 Fuel Expenses	259.02
80100 Capital Purchases	
80189 Apron Expansion Project	
80187 Apron Expansion Loan Documents	618.13
Total 80189 Apron Expansion Project	618.13
Total 80100 Capital Purchases	618.13
Total Expenditures	\$28,155.10
NET OPERATING REVENUE	\$12,566.18
NET REVENUE	\$12,566.18