

Morehead-Rowan County Airport Board Meeting Agenda

Thursday, 28 August 2025– 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. Approval of Minutes from the July 2025 Regular Meeting
- E. Receive Financial Report for July 2025
- F. Public Comment

- G. Reports
 - a. FBO Activity Report: Mr. Holley

 - b. Garver Report: Mr. Adams
 - 1. Electrical Project – Radio interference
 - 2. AWOS Relocation Project

 - c. Building and Grounds: Mr. Oliver

 - d. Legal Report: Mr. Rogers

 - e. Chair Report: Dr. Mattingly

- H. Old Business:

- I. New Business:
 - a. Approval KSYM ACIP
 - b. Approval of easement to adjacent private property

- J. Adjournment

Next Regularly Scheduled Meeting – 6:00 pm 25 September 2025

Morehead-Rowan County Airport Board Meeting
Meeting Minutes
July 31, 2025

Chairman Bruce Mattingly called the meeting to order at 6:00pm in the Airport conference room with board members David Perkins, Bob Helton, Ron Oliver, Tom Fossett, Wes Holland, Stephen Click, and Shannon Murphy. The absent members were Tim James and Porter Dailey. The guests present were Earl Rogers III – Attorney, Campbell, Rogers & Stacy PLLC; Cass Blair – hangar tenant; Lee Shanklin – pilot; Aaron Roberts – Clark Aviation, hangar tenant; Josh Clark – Clark Aviation, hangar tenant; Rebecca Riley – pilot; Jack Holley – FBO, Holley Aviation LLC; Landon Ratliff – FBO staff, Holley Aviation LLC; and Barbara Marsh – Administrative Assistant to the Board.

Dr. Mattingly presented the Minutes of the June 2025 meeting. The motion to approve June 26, 2025, Meeting Minutes, was made by Mr. Helton, seconded by Mr. Oliver, and approved unanimously.

Dr. Mattingly presented the June 2025 financial reports consisting of Statements of Activity, Financial Position and Budgets. The motion to approve the June 2025 financial reports was made by Mr. Holland, seconded by Mr. Helton, and approved unanimously.

Public Comment

None

Reports

a. **FBO Report.** Mr. Holley reported on airport activities, maintenance and fuel.

1. Fuel Report June. 1133 gallons AVGas 100LL; 2868 gallons JETA.
2. Community Hangar/Tie Downs. Zane McGlade, Brandon Hamilton, Nick Alexander, Toby Pettit, and Exell Helicopters, which will be returning for 6 weeks of utility clearing work. Tie Downs: Johnnie Broughton and Clark Aviation.
3. Deer. We have taken 7 deer so far this year and currently have one that we know of still inside the fence but has evaded us for a couple of weeks now.
4. Beacon. Mr. Eric Cowan, Cowan Electric, attempted to bypass the ballast in the beacon light, but found the sockets incompatible with the LED bulbs. He's been researching for a compatible retrofit and has come up short in locating one. The only retro kit for our model has been discontinued and was priced at \$15K, so we're stuck with the metal halide system.
5. Planes & Cars Community Event. The September 12-14 event is gaining a great deal of interest, with a solid line up of activities and attractions such as a Huey helicopter, hot air balloon, Stearman bi-plane, powered parachute rides, and tandem parachute jumps. All the food vendors are secured along with parking at the distillery property, EMT services, security by Rowan County Sheriff's office, bands, and acoustic performers for the evening events, porta johns, trash collection and Red Cross hydration stations. The city is delivering and setting up the stage from Battson-Oates area for our performers free of charge. Sponsorships are now coming in and all

indications are that we'll have adequate funding to pull this thing off. Handicap access will be available as well as big screen TV. Huey rides will be \$100, with Vietnam Vets free. The event is on the KDA and KY Living calendars. Dr. Mattingly reported there had been 44,000 views on our Facebook page so far.

b. **Garver Report:** Email from Mr. Adams, July 30, 2025.

1. Electrical Project – Radio Interference. Since the last Board meeting, we sat down with KDA to discuss the interference issues, the history of the situation, and whether they'd seen anything similar. The Department indicated that they had not heard of a situation like this in all the LED lighting systems across the state.

Our electrical engineers have received their megger tester and are working with the manufacturer to create a lab-like testing environment to evaluate some of the removed transformers to try to shed light on the potential cause of the issue. Initial testing started today, July 30.

At the last Board meeting, the potential for breaking up the circuit to isolate sections and performing megger tests of each was discussed. At that time, it was mentioned that the work should be (AFC) Appalachian Foothills Contracting Inc.'s to do, as it was their project. If the board wants to engage AFC or want Garver to do so on behalf of them, then that is the next step in that regard.

To maintain a log of all attempted efforts to mitigate the interference issue, we created a chronological summary document which I have attached to the email. The spreadsheet details mitigation efforts, discussion times, and the instances where the interference was seemingly resolved for months-long stretches. In this summary, I endeavored to be thorough without being overly repetitive. (Please see log attached.)

Background: Garver has overseen the design, equipment, and installation and has had observers overseeing the entire process for the Airfield Electrical project which cost 1.2M and is now 4 years old with latent defects.

2. AWOS Relocation Project. Draft 100% Plans and Specifications were sent electronically to Dr. Mattingly and KDA on July 25. We have consulted with the AWOS manufacturer. The current system except for one sensor is currently supported. AWOS are upgradable on a piece-by-piece basis, so that sensor can be replaced with a newer one when needed.

For this reason, we have the AWOS project as a base bid of relocating the existing system and an additive alternate for a new system.

The air spacing has been approved by the FAA and KAZC. We are waiting on the construction safety and phasing plan approval from the FAA (this should be done well before the construction).

We will need to initiate new licenses with the FCC for the frequencies that will be associated with the relocated AWOS, as the current license only applies for the existing location. Mr. Adams was told this process can take a few months for approval. Fortunately, we have a little bit of time. Let us know what information you need on our end to get started on the new ones. Once the AWOS is relocated, the old licenses can be cancelled, but they'll need to stay in effect until that happens.

The bid date for the AWOS project will be based on when the land situation is sorted out. I don't think we want to bid any earlier than October regardless, since tree removal cannot start until mid-November.

Dr. Mattingly reported Mr. Adams' report indicated that we must have a new FCC radio license for the AWOS, and that it is faster to get a new license with a 4-5-month lead time. It's concerning that we are just now finding out we must have a new license.

3. ACIP Update. Mr. Adams will have a draft of the ACIP to the board within the next two weeks so it can be discussed and any changes made prior to next month's board meeting, when it can be approved. This year's ACIP should be straightforward as we're repaying loans and then saving up for a hangar project.

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

Hay Contract. Equipment will be delivered tomorrow to take the hay but it is not expected to be a great deal of hay. The rest will be mowed. Mr. Dement, MSU farm manager, suggests 24D broadleaf control for 2 years to restore the hay ground. Mr. Dement will let Mr. Oliver know what the acreage is. He prefers to use Hinton Mills as the vendor and apply the product in the fall. Bush hogging will be done next week, and the grounds will be monitored to mow the grounds to coordinate with the Cars & Planes Community event Sept 12-14.

- d. **Legal Report:** Mr. Rogers
None.

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

Support for KAA. Mr. Mark Carter, Commissioner of Kentucky Department of Aviation, contacted Dr. Mattingly to thank the airport board for their support of the Kentucky Aviation Association capital campaign. We were one of a handful of the first supporters. There are approximately 45 airports now in support.

Legislative Support. Mr. Harry Clark, Rowan County Judge Executive, has encouraged us to reach out to legislators to let them know about our airport and gain support for projects. A PowerPoint is being developed, and invitations will be sent to legislators for an upcoming meeting at the airport.

MCTCS Aviation Program. We have always maintained an interest in an aviation maintenance program at nearby MCTCS. Dr. Murphy reported that the FAA pulled MCTC certification for the powerplant program. MCTC students had to attend Jefferson County to finish their degree AMT.

Several local students were impacted by this issue. MCTC is trying to remedy this by ordering the missing equipment.

Planes & Cars Community Event Sept 12-14. Given the importance of community events in pulling in crowds, it is important to support Holley Aviation LLC in their efforts for the upcoming event. It is estimated that 3,000+ may be in attendance. The motion to approve a contribution for the Sept 12-14 KSYM Planes & Cars Community Event for \$2,500 was made by Mr. Oliver, seconded by Dr. Murphy, and approved unanimously.

Old Business

None.

New Business

- a. Land Acquisition for AWOS Relocation. Dr. Mattingly reported that the FAA previously approved our AWOS relocation. We secured the land and were told that the trees which were on the property were not an issue due to most trees being on a steeply descending hill. We are now told we need another 2.5 acres and trees cut down. Mr. Poage, who owns the land, will be contacted. Options include buying the land or buy an easement.

Background: We began by asking Mr. Sisemore, PE-Garver, how much down time we need to anticipate in relocating our AWOS. It has been three years since we began the process of the Apron Expansion which necessitated a relocation of the AWOS. KDA indicated that based on age at that time our AWOS was still supported service wise. Making sure of the issue, the manufacturer was contacted. There is one piece which is not supported but is available through another supplier. Mr. Sisemore reported there would be no downtime if we installed a new AWOS. The AWOS Relocation project now will have an add alternate of a new AWOS, which is estimated to be +\$80,000 more than relocation. It is hoped that KDA will support the increased price. Mr. Wayne Simpson, KDA Engineering Branch Manager, has been copied on everything.

The new estimate for the AWOS project is \$330,000 (previously \$275,000).

- b. 2025-26 Amended Budget. Dr. Mattingly reported that he and Mr. Holley had met with Ms. Jill Vice and her staff to recreate our website. Professional videography will be a part of the redesign by her design staff. Ms. Vice has said her services are at no charge, but her support staff will provide additional services and as the expenses come in, we will need to provide payment, estimated to be \$7,500-\$8,000 one-time expense. The management of the website will continue to be Mr. David Campbell who has charged \$500 pr year for many years. The motion to approve the revised 2025-26 amended budget was made by Mr. Perkins, seconded by Mr. Oliver, and approved unanimously.
- c. Approval of 2024-25 Final (Actual) Budget. Dr. Mattingly presented the final budget, previously sent by email. The motion to approve the 2024-25 final budget was made by Mr. Holland, seconded by Dr. Murphy, and approved unanimously. The final budget figures must be reported to the Kentucky Department for Local Government, SPGE (Special Purpose Government Entities), by September 1.

Adjournment

The meeting was adjourned at 7:05pm.

Airfield Electrical Project Timeline prepared by Garver - Mr. Will Adams 7.30.25									
6/8/2021	Warranty Inspection of Airfield Electrical Project.								
3/28/2022	Email from PRS to DLE and RGP tht airport is reporting interference.								
	They say interference didn't start until after electrical project.								
3/31/2022	Garver recommends isolating circuits to find source of interference.								
4/27/2022	In conversation with Eric Farmer, ADB recommends turning off signs and testing interference.								
4/27/2022	Ryan sends update to board.								
4/28/2022	WCA site visit to investigate interference with signs on/off.								
4/28/2022	RGP letter to board summarizing WCA site visit and committing to investigate issue.								
5/10/2022	RGP site visit. Isolated interference to taxiway circuit. Activated soft start to regulator which eliminated worst of interference. ADB is shipping second transformer for runway and taxiway regulators.								
5/11/2022	PRS passes update to SYM.								
7/4/2022	PRS updates minutes from June board meeting. Interference not resolved, waiting on parts from ADB and will reevaluate.								
8/25/2022	PRS notes at board meeting that ADB is shipping parts as some regulators produced during the time period as this one had issues. There is a 4 year equipment warranty, while workmanship warranty is expired, we will request AFC install equipment.								
10/24/2022	ADB still waiting on material.								
10/25/2022	ADB shipping material.								
10/28/2022	Parts arrive at airport.								
12/8/2022	Parts were installed previous week by AFC.								
1/25/2023	Board notes that interference issue was resolved but has since returned.								
2/2/2023	DLE visits airport. Replicates interference and believes it's isolated to taxiway. ADB still thinks interference is caused by regulator.								
2/7/2023	Board is grateful, notes it's time to get it fixed.								
3/31/2023	PRS notes to board that ADB has indicated that there were dip switches that were improperly activated when transformer was installed in fall.								
4/4/2023	WCA attempts to activate dip switches. PT kit was improperly wired by AFC and regulator failed when dip switches were properly activated.								
4/5/2023	AFC comes to site to put taxiway lights on runway circuit temporarily.								
4/27/2023	SYM notes no interference since putting both circuits on runway regulator. Is SCR root of problem?								
5/10/2023	ADB and Garver on-site to repair regulator. All regulators functioning and no interference noted.								
5/11/2023	Aaron Roberts notes interference and met with ADB and Garver.								
5/12/2023	Interference confirmed to only be breaking squelch. High step backed down to 6.0A.								
6/9/2023	Tim notes interference for first time since lowering high step. Had not noted it previously.								
6/12/2023	Aaron Roberts notes interference. Updates passed to ADB.								
8/10/2023	Continued correspondence between ADB and Garver.								
8/25/2023	Coordinating letter from lawyer to ADB								
9/7/2023	Garver and Montgomery Brothers onsite. Switching circuit to runway regulator does not resolve interference issue. Problem with runway regulator leads to runway lights not powering up. Regulator no longer assumed cause of interference.								
9/11/2023	Runway regulator fixed.								
9/12/2023	Failed lights need to be shipped back to ADB. There is a discussion on ants?								
9/25/2023	Garver notes that lights need to be sent back to ADB before sending lawyer letter								
10/5/2023	Lights returned to ADB for evaluation.								
12/1/2023	Lights enroute to airport with report for issues.								

1/26/2024	ADB says source of issue could be an isolation transformer and installing an inductor on the circuit could reduce or eliminate interference.						
1/30/2024	Issue with lights that were sent back was PCB board in the lights.						
2/15/2024	ADB shipping inductors to airport at no cost.						
3/28/2024	Inductors still overseas, scheduled to arrive 4/4.						
5/9/2024	Inductors are at airport, waiting on airport's electrician to install.						
6/27/2024	Reports at board meeting that interference may be gone.						
7/25/2024	From board meeting minutes "the interference and noise seem to be cured with the installation of the replacement inductors."						
8/29/2024	Airport board member notes interference for first time since inductors were installed.						
8/30/2024	Garver reopens communication with ADB.						
9/26/2024	ADB commits to visit site.						
10/17/2024	ADB and Garver on-site to narrow down cause of interference. Cause appears to be isolation transformers on lights. ADB delivers 10 lights and 10 transformers to be installed by an electrician.						
10/21/2024	Garver needs to find contractor to perform work.						
11/26/2024	Garver notes that cost of TEM to install lights and transformers is \$2,000. Garver to seek reimbursement from ADB.						
12/12/2024	TEM installed 5 new transformers on 5 lights around a radius which reduced interference.						
1/22/2025	ADB indicates they're shipping 30 transformers to airport. Might be willing to come to table to pay for labor.						
2/24/2025	DLE working with ADB and airport to get more transformers and locations for install.						
3/27/2025	Interference still present, even in areas where transformers were previously installed.						
4/30/2025	TEM and Garver on-site with Jack Holley to install transformers on lights where interference is an issue. Transformers did not help interference. Cause of interference could be low megger readings or water in system.						
6/26/2025	Board demands that "someone be held responsible." Mentions having AFC correct "latent defect" or pursue legal action.						

Statement of Activity

Morehead-Rowan County

Airport Board

July 1-31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
43400 Direct Public Support	0
43420 County Operating Support	4,416.67
43440 City Operating Support	3,750.00
Total for 43400 Direct Public Support	\$8,166.67
45000 Investments	0
45030 Interest-Savings, Short-term CD	13.82
45031 Interest, checking account	6.76
Total for 45000 Investments	\$20.58
47500 Rentals	0
47520 T-Hangars	6,102.00
47570 Residence	750.00
Total for 47500 Rentals	\$6,852.00
Total for Income	\$15,039.25
Cost of Goods Sold	
Gross Profit	\$15,039.25
Expenses	
62100 Contract Services	0
62112 AWOS Maintenance	1,007.00
62120 Web Fees	500.00
62140 Legal Fees	100.00
62150 FBO	3,333.33
62170 Administrative	1,318.90
Total for 62100 Contract Services	\$6,259.23
62800 Grounds and Facility Support	0
62830 Facility Repair and Maintenance	609.12
62840 Equipment, Repair, and Maintenance	329.78
Total for 62800 Grounds and Facility Support	\$938.90
63000 Insurance	0
63010 Insurance - Property, Er/Omis	18,942.66
Total for 63000 Insurance	\$18,942.66
64400 Utilities	0
64410 Electric	732.01
64420 Telecommunications	-29.25
64430 Waste Disposal	101.53
64440 Water and Sewer	92.80
64450 TV	67.46
Total for 64400 Utilities	\$964.55

Statement of Activity

Morehead-Rowan County

Airport Board

July 1-31, 2025

DISTRIBUTION ACCOUNT	TOTAL
65000 General Administration	0
65130 Business Registration Fee	250.00
65150 Memberships and Dues	135.00
Total for 65000 General Administration	\$385.00
Total for Expenses	\$27,490.34
Net Operating Income	-\$12,451.09
Other Income	
Other Expenses	
Net Other Income	0
Net Income	-\$12,451.09

Statement of Financial Position

Morehead-Rowan County

Airport Board

As of July 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Citizens Bank Construction Acct	4,453.70
Citizens Bank Facilities Reserve Acct	0.21
Citizens Bank Operating Acct	18,820.46
Total for Bank Accounts	\$23,274.37
Accounts Receivable	
Other Current Assets	
14000 Investments - Edward Jones	0
14100 Edward Jones Money Market/Insured Bank Deposit	75.88
14200 Edward Jones CD 90 day 4.35% matures June 27, 2025	
14300 Edward Jones \$180K CD 5 mo. 4.374% matures 11.10.25	180,000.00
14400 Edward Jones CD 90 day 4.3% \$74,000 matures 10.15.25	74,000.00
Total for 14000 Investments - Edward Jones	\$254,075.88
Total for Other Current Assets	\$254,075.88
Total for Current Assets	\$277,350.25
Fixed Assets	
15000 Furniture and Equipment	3,080.65
Total for Fixed Assets	\$3,080.65
Other Assets	
Total for Assets	\$280,430.90
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
Total for Current Liabilities	0
Long-term Liabilities	
Total for Liabilities	0
Equity	
30000 Opening Balance Equity	321,613.58
32000 Unrestricted Net Assets	-28,731.59
Net Income	-12,451.09
Total for Equity	\$280,430.90
Total for Liabilities and Equity	\$280,430.90