Morehead-Rowan County Airport Board Meeting Agenda
Thursday, 30 October 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 September 2025 Regular Meeting
E. Receive Financial Report for September 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
      1. Chamber Awards Banquet – November 11th, 2025

H. Old Business:

I. New Business:
   1. November & December Regular Board Meetings

J. Adjournment

Next Regularly Scheduled Meeting – 6:00 pm 27 November 2025

Morehead-Rowan County Airport Board Meeting
Meeting Minutes
September 25, 2025

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

Mr. Helton presented the Minutes of the August 2025 meeting. The motion to approve August 28, 2025, Meeting Minutes, was made by Mr. Oliver, seconded by Mr. James, and approved unanimously.

Mr. Helton presented the August 2025 financial reports consisting of Statements of Activity and Financial Position. The motion to approve the August 2025 financial reports was made by Mr. Dailey, seconded by Mr. Oliver, and approved unanimously.

Public Comment

Website. Ms. Vice reported that a meeting was held last week regarding the revamped website. There will be a video ready for board members to review next week. Ms. Vice will have a draft website link to present at the next board meeting for review.

Reports

a. **FBO Report**. Mr. Holley reported on airport activities, maintenance and fuel. Mr. Helton praised Jodi and Jack Holley for the successful community event held on September 12-14.

1. Fuel Report August. 948 gallons AVGas 100LL; 4351 gallons JETA.

2. Community Hangar/Tie Downs. Zane McGlade, Brandon Hamilton, Toby Pettit, and Helicopter Power Services, which finished the day of the community event, but are planning to return for more AEP work later this year. Tie-down tenants are Johnnie Broughton and Clark Aviation.

3. Deer. We haven't seen or heard any recent reports of deer inside the fence since my last report.

4. Hangar A10. The best price to be found for a replacement limit switch for A10 is $518, which was received yesterday and will be installed at first opportunity.

5. Community Hangar Door. A cable on the community hangar door closure mechanism broke and we were able to get that repaired today.

6. Planes & Cars Community Event September 12-14 Event. We were thrilled to welcome an estimated 1800-2000 attendees. Despite our balloon and kid zone vendor letdown, the feedback we've received so far has been overwhelmingly positive, including from our FSDO (Flight Standards District Office) observer who was present that day.

   Volunteers. The volunteer support from this and surrounding communities was nothing short of extraordinary. Aside from our local supporters, folks we'd never heard of came from around the region, dug in, and gave of themselves with no expectation of reward or recognition, and their presence made all the difference in delivering a successful event. Examples: Cindy T. Margarett & Jeff, ROTC kids, honors' students, missionaries and a long-haul trucker volunteer who wanted to drive the short bus to ferry attendees from the remote parking lot (Eastern Light Distillery field nearby).

   Vendors and Car Show. The food vendors sold out including Scott Johnson who sold over 1000 hot dogs. The Huey helicopter gave nearly 200 rides, including 15 free rides due to the generous contributions from our donors and volunteers. The skydivers maxed out with riders still in line when they shut down. Hangar 9 Aviation out of Ashland came on board early with several volunteers to help and took approximately 60 passengers for rides. The cars in the car show, including those who missed registration numbered at approximately 60.

   Financial Sponsorships. In addition to the 45 financial sponsors and the incredible efforts of our volunteers, we were also blessed with the support of 43 organizations, businesses, professional services, and individuals who each contributed through their time, skills, skills, expertise, resources, materials, deeply discounted, and free series in making our day as successful as it was. We estimate that over 200 people from the region pitched in to help in one way or another. Even our helicopter tenant pitched in with their Hughes 500 as a free aerial platform for the photography crew.

   Set up – Teardown and cleanup. Cindy T, a volunteer, wanted to do the trash. She did such a good job that after the event we couldn't even find over a handful of trash she had not picked up.

   Budget. Our estimated costs vs income was pretty accurate at around $25K, but due to the much-discounted invoicing, and remittance back from our suppliers, vendors, and even the entertainers, we came in with a healthy overage to apply toward next year's event of $5K. Print USA reduced banner costs 60%; Jill Vice, Chamber of Commerce, Tourism, no charge for social media assistance; Jennings cut porta potty quote by 50% and donated trash receptacles; the Huey team returned $3K of their fee; The Smoke-On team reduced their bill 20%, Stearman – no charge, and he did buy 12 gallons of fuel; donation of cones by 3 entities saved $2K; and Hangar 9 split their income after expenses.

   Debrief. Mr. Cass Blair gave invaluable help during the event. Lessons learned were discussed at a meeting last Sunday by FBO and volunteers on how we might improve future events. The lessons learned were documented and we have already begun planning for next fall. Future plans include a specialty vendor and discussions with our tourism commission regarding a cool and unique closeout attraction. More in the coming months. We compared watches and logged 18,000 steps.

National Guard. The National Guard presence was minimal this time due to our relatively late notice to them this year, but they have pledged to get busy early in securing multiple static aircraft and equipment displays and kid friendly setup for the next one.

Thank you. Jodi and I would like to give our heartfelt thanks to this Board and our citizens for the opportunity to give back to the community in such grand fashion. Thank you so much.

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

1. Electrical Project – Radio Interference.
   Mr. Adams reported during the last board meeting that we talked about investigating the grounding at the vault. Our electrical engineers discussed internally and met with TEM (electrical contractor) to discuss the best way to mitigate the issue. They are proposing to install an independent 10 x 10 grounding ring and drive new grounding rods into the ground, which have been approved by our electrical engineer. Before we do that, we would need board approval. We would also try to take the section nearest to the area where the interference manifest and drive additional grounding rods. The cost is $8,900. Garver would pay for the cost and if the installation works, we could share the cost. It would be independent of the original installation. A proposal will be sent tomorrow.

   AWOS Relocation Project.
   We are past most of the more difficult aspects of the project. We are waiting on one final piece of coordination from the FCC. The additional 4-acre land has been drawn into the plans. We are waiting to advertise the bids until the land is in place, and the FCC coordination is complete. The cost now is $350-360K. The engineering of the project was included in the Apron project, with minor plan updates in the work order for the AWOS construction project. The difference between the base bid and alternate in the last estimate was $75,000-100,000.

   Bid. We will have a base bid to relocate the current AWOS and an add alternate for a new AWOS. After the bids are open, we will then determine the best way to go. The estimated difference between the two ways is $80,000. The airport board's share is $180,000. We will review the warranty and length of life of both options. We have mentioned the issues to the state and if the bids come in close, we hope that the state will choose the new unit.

2. Garver Dinner at KAA Annual Conference October 22. If anyone is going to the conference and they would like an invitation to the Wednesday evening dinner, please let them know.

c. **Building and Grounds**: Mr. Oliver
   Hay Contract. MSU farm did a great job with the hay and has taken hay from the second cutting. They went above and beyond in mowing.

   HVAC. Service of Morehead will install ducted return on the HVAC system.

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

e. **Chair Report**. Mr. Helton
   New Community Hangar. Good first steps with community hangar funding have been made with Chairman Mattingly's conversation with Representative Richard White who he happened to meet at the airport one day. Mr. White and his daughter attended the Sept 12-14 community event.

Another contact made is with 5th Congressional District Representative Harold Rogers' office representative, Mr. Adam Rice. We are hoping additional funding will become available from these contacts and their agencies.

Old Business

AWOS Relocation – Additional Acreage. Mr. Dailey reported that the owner of the additional land, Mr. Scott Poage, has agreed to the per acre cost of $3,000. The survey, easement, and legal description are in the hands of the attorney for deed preparation.

New Business

Picnic Pavillion. Mr. Holley reported that a discussion has begun about constructing a picnic pavilion. The location, design, and size to be adequate for the airport and public use are yet to be determined. Mr. Holley offered to provide free labor for the unit to be for controlled public use. Mr. Oliver and Mr. Holley will survey the grounds and begin first steps for the building and site design and report back. Reference was made to the new county community park off Hwy 80l and the larger type of shelter. The location will be a reasonable distance from the Terminal Building.

Adjournment

The meeting was adjourned at 6:42pm.

Statement of Financial Position

Morehead-Rowan County Airport Board

As of September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Citizens Bank Construction Acct	4,454.08
Citizens Bank Facilities Reserve Acct	0.21
Citizens Bank Operating Acct	19,336.52
Total for Bank Accounts	**$23,790.81**
Accounts Receivable	
Other Current Assets	
14000 Investments - Edward Jones	
14100 Edward Jones Money Market/Insured Bank Deposit	75.98
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	**$254,075.98**
Total for Other Current Assets	**$254,075.98**
Total for Current Assets	**$277,866.79**
Fixed Assets	
15000 Furniture and Equipment	3,420.53
Total for Fixed Assets	**$3,420.53**
Other Assets	
Total for Assets	**$281,287.32**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
Total for Current Liabilities	
Long-term Liabilities	
Total for Liabilities	
Equity	
30000 Opening Balance Equity	321,613.58
32000 Unrestricted Net Assets	-28,731.59
Net Income	-11,594.67
Total for Equity	**$281,287.32**
Total for Liabilities and Equity	**$281,287.32**

Statement of Activity

Morehead-Rowan County Airport Board

September 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
43400 Direct Public Support	
43420 County Operating Support	8,833.34
43440 City Operating Support	3,750.00
Total for 43400 Direct Public Support	**$12,583.34**
45000 Investments	
45030 Interest-Savings, Short-term CD	0.05
45031 Interest, checking account	5.88
Total for 45000 Investments	**$5.93**
47500 Rentals	
47520 T-Hangars	2,035.00
47570 Residence	750.00
Total for 47500 Rentals	**$2,785.00**
Total for Income	**$15,374.27**
Cost of Goods Sold	
Gross Profit	**$15,374.27**
Expenses	
62100 Contract Services	
62150 FBO	3,333.33
62170 Administrative	1,287.50
Total for 62100 Contract Services	**$4,620.83**
62800 Grounds and Facility Support	
62830 Facility Repair and Maintenance	658.44
62840 Equipment, Repair, and Maintenance	-97.59
Total for 62800 Grounds and Facility Support	**$560.85**
64400 Utilities	
64410 Electric	796.15
64420 Telecommunications	28.68
64440 Water and Sewer	95.49
64450 TV	67.46
Total for 64400 Utilities	**$987.78**
65000 General Administration	
65040 Material & Supplies	280.57
65890 Events, Ceremonies, & Meetings	450.00
65895 Travel	350.00
Total for 65000 General Administration	**$1,080.57**

Statement of Activity

Morehead-Rowan County Airport Board

September 2025

DISTRIBUTION ACCOUNT	TOTAL
80100 Capital Purchases	
80188 AWOS Relocation	3,712.50
Total for 80100 Capital Purchases	**$3,712.50**
Total for Expenses	**$10,962.53**
Net Operating Income	**$4,411.74**
Other Income	
Other Expenses	
Net Other Income	
Net Income	**$4,411.74**

Statement of Activity

Morehead-Rowan County Airport Board

July 1-September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
43400 Direct Public Support	
43420 County Operating Support	13,250.01
43440 City Operating Support	11,250.00
Total for 43400 Direct Public Support	**$24,500.01**
45000 Investments	
45030 Interest-Savings, Short-term CD	13.92
45031 Interest, checking account	16.84
Total for 45000 Investments	**$30.76**
47500 Rentals	
47520 T-Hangars	12,577.00
47570 Residence	2,250.00
Total for 47500 Rentals	**$14,827.00**
Total for Income	**$39,357.77**
Cost of Goods Sold	
Gross Profit	**$39,357.77**
Expenses	
62100 Contract Services	
62112 AWOS Maintenance	1,007.00
62120 Web Fees	500.00
62140 Legal Fees	100.00
62150 FBO	9,999.99
62170 Administrative	3,893.90
Total for 62100 Contract Services	**$15,500.89**
62800 Grounds and Facility Support	
62830 Facility Repair and Maintenance	3,567.19
62840 Equipment, Repair, and Maintenance	755.32
Total for 62800 Grounds and Facility Support	**$4,322.51**
63000 Insurance	
63010 Insurance - Property, Er/Omis	18,942.66
63040 Surety Bond	167.97
Total for 63000 Insurance	**$19,110.63**
64400 Utilities	
64410 Electric	2,280.66
64420 Telecommunications	28.11
64430 Waste Disposal	101.53
64440 Water and Sewer	281.09
64450 TV	202.38
Total for 64400 Utilities	**$2,893.77**

Statement of Activity

Morehead-Rowan County Airport Board

July 1-September 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
65000 General Administration	
65010 Bookkeeping Software and Subscriptions	826.57
65040 Material & Supplies	280.57
65110 Promotions and Advertising Expenses	20.00
65130 Business Registration Fee	250.00
65150 Memberships and Dues	135.00
65890 Events, Ceremonies, & Meetings	2,950.00
65895 Travel	950.00
Total for 65000 General Administration	**$5,412.14**
80100 Capital Purchases	
80188 AWOS Relocation	3,712.50
Total for 80100 Capital Purchases	**$3,712.50**
Total for Expenses	**$50,952.44**
Net Operating Income	**-$11,594.67**
Other Income	
Other Expenses	
Net Other Income	
Net Income	**-$11,594.67**