

BARKLEY REGIONAL AIRPORT AUTHORITY
MINUTES OF THE REGULAR MEETING OF THE AIRPORT BOARD
OF DIRECTORS ON MARCH 27, 2023

I. Call to Order and Roll Call

At 3:33pm on March 27, 2023, the regular monthly meeting of the Airport Board of Directors was called to order by Jay Matheny, Board Chair. This meeting was held in person at Midwest Aviation after being properly advertised and noticed. A quorum of Directors was present throughout the meeting and for the purpose of conducting business.

Directors in Attendance: Jay Matheny, Board Chair; John Durbin, Treasurer; Jason Crockett, Secretary; George Cumbee; Dann Patterson, Ashley Johnson; Marshall Davis, and Jeff James.

Directors Absent: Jonas Neihoff and Emily Roark.

Others in Attendance: Executive Director, Dennis Rouleau; Carol Creason; David Riley, Board Attorney; Jamin Helt (CHA) (via Zoom); Eddie Norozniak (via Zoom); Destin Nygard (Alliance Architects)(via Zoom); Mike Reiter (CMT) (in person); and various members of the local media.

II. Pledge of Allegiance

III. Approval of Board Minutes

a. BRAA Regular Board Meeting Minutes 02/27/2023

Director Davis moved to accept and approve the minutes from the regular meeting of 02/27/2023. That motion was seconded by Director Durbin. The motion passed by unanimous voice acclamation without opposition.

b. BRAA Special Meeting Minutes 03/14/2023

Director Crockett moved to accept and approve the minutes from the special meeting of 03/14/2023. That motion was seconded by Director James. The motion passed by unanimous voice acclamation without opposition.

IV. Approval of February 2023 financial and statistical reports

The report on this item was given by Treasurer/Director Durbin and the Executive Director. Following the direction and discussion by Director Durbin and the Executive Director, the Board reviewed a number of financial and statistical reports concerning Airport operations, such as passenger and aircraft counts, fuel sales, parking lot revenue, and other similar transportation items. The Board also reviewed current financial information, such as accounts payable and receivable. Having received these reports, reviewed these statistics, and after a general discussion of the same, Director Durbin moved to accept, receive, and approve these reports. That motion was seconded by Director Cumbee. The motion passed by unanimous

voice acclamation without opposition.

V. New Business

- a. **Approval of Change Order No. 7 to the Jim Smith Contracting, Inc. New Terminal – Package 1, Site Development Contract for a not to exceed amount of \$152,792.60 along with the contract extension to May 6th, 2023.**

This item was presented by Jamin Heldt of CHA and the Executive Director. This proposed change order encompasses a change to the pavement surfacing near the arrival/car unloading area at the new terminal. The engineers are currently projecting the entire project to come in under budget. As such, the projected savings can accommodate a change from asphalt to concrete for the area covered by the proposed change order. This change order deducts the original asphalt and inserts the proposed concrete. The engineers expect the final change order to be a net deduct from the final project. No additional funding is required. This Change Order focuses on using available FAA funds.

Having received this information, Director Crockett moved to approve the proposed change order. That motion was seconded by Director Patterson. The motion passed by unanimous voice acclamation without opposition.

- b. **Approvals of Change Order No. 20 to the M.P. Lawson Construction New Airport Terminal – Package 3, Site Development contract for a not to exceed amount of \$22,377.87.**

This item was presented by Jamin Heldt of CHA and the Executive Director. On each end of the new terminal (outside) there are visual screening walls. This proposed change order is for additional concrete and reinforcing steel to increase the nature and substance of the screening walls.

Having received this information, Director Durbin moved to approve the proposed change order. That motion was seconded by Director Davis. The motion passed by unanimous voice acclamation without opposition.

- c. **Approval of Change Order No. 21 to the M.P. Lawson Construction New Airport Terminal – Package 3, Terminal Building Contract for a not to exceed amount of \$1,812.22.**

This item was presented by Jamin Heldt of CHA and the Executive Director. This is for the extension of a power circuit, which will allow moving the irrigation controller power from being attached to the new terminal building to its own pedestal. This is not rework, removal, or replacement of work. It requires adding a few dozen feet of conduit and cable. It was determined that it was best to attach this controller to a separate pedestal and not to the wall of the new terminal. This is a non-AIP eligible item, so the engineers are working to keep the cost relatively low.

Having received this information, Director Patterson moved to approve the proposed change order. That motion was seconded by Director Davis. The motion passed by

unanimous voice acclamation without opposition.

d. Review of new Federal Aviation Administration Air Traffic Control Tower siting options.

This item was presented by Mike Reiter of CMT and the Executive Director. As part of the BIL grant, the FAA is building new ATC towers and Paducah is one of the airports selected for a new ATC tower. The FAA is conducting its investigation and working to determine the best location for the ATC tower at the Airport. The new ATC tower should be here for up to 50 years. The FAA and the Airport want to make sure the tower isn't too short or in a location that would curtail future airport development. At the same time, cost constraints and program eligibility require it to be 120 feet or lower. If the proposed tower gets too expensive FAA may move on to other projects. The Board will have some input on the proposed location, but the FAA will come back and identify their proposed location. The Board expressed preference for not taking away the "best real estate" that may be available for commercial purposes.

There was only a general discussion on this matter and no action was required or taken. Some Directors expressed preference for locating the new ATC tower behind the current control tower, proposed location B, or at proposed location E. Proposed locations C and D were generally disfavored by the Board.

e. Approval of the updated Barkley Regional Airport Authority Board of Directors By-Laws.

f. Approval of the updated Barkley Regional Airport Authority Board of Directors Policy Manual.

Items E and F on the agenda were jointly presented by David Riley, Board attorney. Mr. Riley and the Executive Director have been working to update the Board's governing documents. This is part of that project and the cleanup/revision process. Mr. Riley highlighted multiple changes to the Board's By-Laws and generally reviewed the Board's governing structure and rules. He did the same concerning the Board's Policy Manual. Mr. Riley answered multiple questions from the Board and took guidance on further provision, revisions, and clarifications. There was a general consensus that the Board wanted additional time to review these items and considered the proposed changes. Director Durbin moved to table Items E and F until the next regular meeting of the Board. That motion was seconded by Director Crockett. The motion passed by unanimous voice acclamation without opposition.

VI. Executive Session.

No executive session was needed.

VII. Adjourn (no later than 5:30 p.m.)

Having concluded the Board's regular business, Director Crockett made a motion to adjourn the meeting. That motion was seconded by Director Patterson, and the motion passed by unanimous voice acclamation without opposition. The meeting was adjourned at 5:04pm.

X 

Jackie (Jay) M. Matheny
Board Chair

X 

Jason Crockett
Board Chair

