



Minutes of the Music City Executive Airport Authority
 Meeting held at the Music City Executive Airport
 April 25, 2022 at 5:30 PM

1. The Chairman called the meeting to order at 5:35 PM. The Authority met at MCEA.

2. Roll call as indicated below:

	Present	Zoom	Absent
Mr. Abbott	X		
Mr. Brown	X		
Mr. Cavin	X		
Ms. Casey	X		
Mr. Dickerson	X		
Mr. Drayton	X		
Mr. Harris (arrived 6:01)	X		
Mr. Sheppard			X
Ms. Taylor			X
Mr. Williams			X

3. Invocation: Mr. Brown provided the invocation.

4. Approval of Consent Agenda: Mr. Dickerson made a motion that we approve the consent agenda. The motion was seconded by Mr. Cavin.
 Discussion-Mr. Brown clarified new business material sent after full packet sent.
 The Authority approved the motion unanimously.

5. Public Recognition:

- a) Ben Eickhof
- b) Mike Ryan
- c) George Phillips
- d) Kevin McCutcheon

6. Program Updates:

- A. Mid Field water project: Per Airport Manager, Jeff Dunham nearing completion. Phase one tied in lines. Second meter is prepping for installation.

- B. Terminal Building design proposals: Two current proposals. Meeting on May 9th and May 10th at 3pm with both companies to get full scope of project. Did get okay from state to start bidding out project.
- C. Wildlife Fence Phase II: Construction has just begun and it is much needed to ensure wildlife is not impeding airport business.

7. Old Business:

- A. New Authority Membership: List of board members-terms, regulations-upcoming vacancies. Discussion on current open board member spot and vacancies timeline.
- B. MCEAA Marketing Video: working on a 3 minute video to market the airport

8. New Business:

- A. Update Minimum Standards and Rules and Regulations to include the ATA (air Transport Association) 103 standards for fuel quality control: ATA 103 deals with fuel quality

Subject: Modification of MCEAA Minimum Standards and Rules and Regulations (see attached updated language document on last page of minutes)

Discussion: Current edition of the MCEAA Minimum Standards and Rules and Regulations does not address the Air Transport Association (ATA) standards for fuel quality as defined in ATA 103.

Motion: The MCEAA Admin Committee moves to add the language at attachment A, adding the ATA 103 minimum standards to the existing MCEAA Minimum Standards and Rules and Regulations.

MCEAA approves unanimously

- B. Quick Claim Deed for the EMA building land swap.

Subject: Quit Claim Deed for EMA Land Swap

Discussion: Don Drayton provides context/background. Legal counsel provides input.

Motion: The MCEAA Admin Committee moves to accept the Quit Claim Deed for said property alleviating the MCEAA of the currently encumbered debt for the former EMA property as prepared by the MCEAA Legal Advisor.

MCEAA approves unanimously

C. Item not on agenda—2022 – 2023 MCEAA budget is being worked by AC committee

9. Closing comments from Board Chairman: Funding and money discussions are ongoing for the terminal project. Funding confirmed for design and to move the project forward. Approx. 1.9 million and momentum is moving forward.

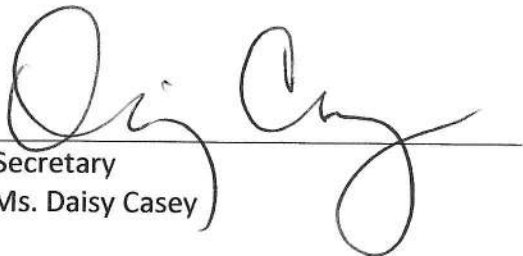
10. Closing comments from Board Members: Members commented about plane that was moved to Pensacola Fl. Video by City of Gallatin is online and additional pictures have been captured that will be shared with the MCEA.

11. Adjournment

A. Mr. Harris made a motion to adjourn the MCEAA meeting. Mr. Cavin seconded the motion. The Authority approved the motion unanimously. The MCEAA meeting adjourned at 6:15 PM.

• The next scheduled MCEAA Meeting will be May 23rd, 2022 at 5:30pm


Chairman
Mr. Doug Brown


Secretary
Ms. Daisy Casey

Updated Language to add to Rules and Regulations and Minimum Standards to include the ATA 103 Fuel Quality Control standards.

Minimum Standards:

In the CASP section, under "Fuel Storage Facilities" (Page 12)

"The are storage and handling of fuel in conformance with all Federal, State and County requirements and fire codes pertaining to safe storage and handling of fuel. See NFPA 407 or the National Fire Protection Association, FAR advisory circular 150/5230 as amended and ATA 103 of the Air Transport Association standards for fuel quality control."

In the CASP section, under "Mobile Dispensing Equipment" (Page 13)

"All equipment shall be maintained and operated in accordance with Federal, State and industry requirements, including, without limitations, ATA 103 of the Air Transport Association for fuel quality control, NFPA 407 or the National Fire Protection Association and OSHA guidelines.

Rules and Regulations:

Under Section 8 "Fire Prevention and Aircraft Self-Fueling" Item A "General" number 5 (Page 20), sentence #3.

"Persons may only self-fuel aircraft owned or managed by them provided such operation is conducted in accordance with NFPA 407 and ATA 103 of the Air Transport Association for fuel quality control and these regulations and standards.

Under Sections 8 "Fire Prevention and Aircraft Self-Fueling" Item C "Fuel Servicing Vehicles" number 2 (Page 21)

"Refuelers and their systems shall be maintained and operated in accordance with Environmental Protection Agency (EPA), Federal, State and local codes covering fuel dispensing on Airports and NFPA 407 (latest edition). The application sections of FAA Advisory Circular 150/5230-4a (with revisions) shall also be followed as well as ATA 103 of the Air Transport Association standards for fuel quality control.

Under Section 8 "Fire Prevention and Aircraft Self-Fueling" Item E "Fuel Storage Facilities" (Pages 22 and 23) sentence #2.

"Fuel Storage facilities shall be operated and maintained in accordance with practices recommended by the National Fire Protection Association (NFPA 407), Air Transport Association (ATA 103) standards for fuel quality control and in full compliance with Legal Requirements and shall be approved by all Agencies having jurisdiction.