

## **MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD MINUTES**

A regular meeting of the Mid-Way Regional Airport Joint Airport Board was held on Thursday, March 14, 2024, at 4:00 p.m., in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas.

Members Present: Alex Smith, Chair  
Morgan Whitehead, Vice Chair  
Nanette Paghi  
Jennifer Chelwick  
Kevin Griffin  
Pete Setian

Members Absent: Ryan Anderson

Others Present: Sharlette Wright, Airport Manager  
Tammy Bowen, Airport Operations Assistant  
Dale Sigler, Director of Administrative Services, City of Waxahachie  
Chris Wright, Council Member, Mayor Pro Tem, City of Waxahachie

**Call to Order:** Chair Alex Smith called the meeting to order.

**Invocation:** Ms. Nanette Paghi gave the invocation.

**Public Comments:** There were no public comments.

### **CONSENT AGENDA:**

- Minutes of Meeting Scheduled February 8, 2024
- Financial Report – Period Ending February, 2024
- FBO Report on Fuel Sales – February, 2024

Ms. Jennifer Chelwick moved to approve the Consent Agenda as presented; second by Mr. Kevin Griffin. All Ayes.

### **REGULAR AGENDA:**

**Overview of Airport Operations Report:** Ms. Sharlette Wright gave a brief overview of the Operations Summary Report for February 2024 and explained the format of the report. Mr. Pete Setian asked if it would be possible to start including last year's monthly report for comparison to see if local operations have increased.

**Monthly Projects Report – February 2024:** Ms. Sharlette Wright gave a brief overview and answered questions on the projects report for February 2024.

- Master Plan – The next meeting will take place on April 2. The Committee will meet from 2:30 pm – 4:00 pm and there will be a public meeting from 5:30 pm – 6:30 pm.
- Business Plan - Drafts are in for review for the Business Plan, Rules and Regulations, and Minimum Standards and Requirements. The committee will meet on April 2<sup>nd</sup> to go over the draft and any suggested changes.
- Airport Runway Rehab/Design - We have paid our share to TxDOT for the pavement rehabilitation project. The project is scheduled to start in early Spring/Summer of 2024. As soon as we get scheduling and timeframes we will send out emails to all of the tenants to let them know the plans. The Board agreed that we need to give as much notice as possible because of how much impact it could have on the businesses at the Airport.
- Infrastructure Investment and Jobs Act Funds – We are still waiting for clarification if TxDOT will allow the funds to be used to expand the fuel farm. If a project is not programmed by June 2025 we will lose the first year of funds. This money is used specifically for helping the Airports generate revenue, so that is why we would be looking at expanding the fuel farm or building hangars.
- AWOS – The new AWOS is scheduled to be delivered Friday, March 15. The technician hopes to get started on the installation the following week. It could take one to two weeks to get it up and running. It must be commissioned by the FAA.

**Briefing on Hangar Re-Inspection Results:** Ms. Sharlette Wright explained that we had thirty-three hangars to re-inspect. Notices will have to be sent out to ten of them again. She will need to get with the Fire Marshal about a couple of them and talk to a few of the tenants. When they get their letters in the mail they will have thirty days to cure. If they do not cure she will get with the attorney on the cancellation of their lease letters. She plans to send the Hangar Use Policy out to the tenants again to remind people of what should and should not be in their hangar. The top problems have been storage of household items, vehicles, painting, smoking and open buckets of oil.

**Update on Solar Eclipse 2024:** Ms. Sharlette Wright shared that on the day of the eclipse the Airport road will be closed. Only those that have business at the Airport will be allowed to enter Rex Odom Road. The week before, a NOTAM will be issued that prior permission is required. This means that the runway is closed unless you call and get permission to come. This will give Mr. Ken Lantz, Southern Star Aviation, an idea of what to do with the Ramp. Porta potties are on order because we do not have the facilities for a large amount of people. There will be a barbecue vendor here, so people will not have to drive into town for lunch.

**Adjournment:** There being no further business,

Ms. Jennifer Chelwick moved to adjourn; second by Ms. Nanette Paghi. All Ayes.

Respectfully submitted, Ms. Tammy Bowen, Airport Operations Assistant