

**MINUTES OF THE SPECIAL MEETING OF THE BOARD
OF DIRECTORS OF THE SALINA AIRPORT AUTHORITY
MARCH 29, 2023
HANGAR 600, ROOM 100**

Call to Order

Chair Tod Roberg called the meeting to order at 2:00 P.M. and confirmed that a quorum was present. Business and Communications Manager Kasey Windhorst stated that the meeting notice and board packet was published on Friday, March 24, 2023.

Attendance

Attendance was taken. Present were Directors Roberg, O'Brien, Carlin and Gunn (VTC). Director Boos joined the meeting at 2:53 P.M. Executive Director Tim Rogers; Director of Facilities and Construction Maynard Cunningham (VTC); Business and Communications Manager Kasey Windhorst; Airport Administration Specialist Michelle Moon; and Attorney Greg Bengtson attended. Guests were Lindsey Dreiling, Dreiling Aviation Services; Cody Heiman, First Bank Kansas; and Kendrick Calfee, Salina Journal.

Additions to the Agenda

Chair Roberg asked if there were any additions to the agenda. Executive Director Rogers stated addition of agenda item no. 6a, consideration of an Encroachment Agreement between Storage Mart, LLC and Salina Airport Authority. Rogers provided an overview of the agenda.

Hentzen Coatings Termination Agreement

Rogers reviewed the Termination Agreement, releasing Hentzen Coatings from the lease agreement for Unit A of Building B595, 2761 Berschel effective March 31, 2023. Director O'Brien moved to approve the agreement; Director Gunn seconded the motion. Motion carried 4 – 0.

Sherwin-Williams Company, Inc. Lease Agreement

Rogers presented the lease agreement with Sherwin-Williams Company for Unit A of Building B595, effective April 1, 2023. Terms are for one (1) year, with an option to renew annually for four (4) additional years. Lease rate is \$4,100/month, CPI adjustment after two (2) years and every two (2) years following. Director O'Brien moved to approve the lease, contingent on review by board legal counsel; Director Carlin seconded the motion. Motion carried 4 – 0.

Hangar H626 Boiler Room Project

Director Roberg abstained from discussion and vote.

Rogers reviewed the scope of work and the results of the bids opened publicly March 10, 2023 for the Hangar 626 boiler room equipment demolition and removal project. Staff recommend awarding the bid to TRR, Inc. d/b/a T&R Dirt Construction in an amount not to exceed \$19,375. Motion was made by Director Carlin to award the project contract to the low bidder, TRR, Inc., Director O'Brien seconded, vote carried 3-0.

Storage Mart Encroachment Agreement

Rogers and Bengtson discussed the proposed encroachment agreement between Storage Mart, LLC and the Salina Airport Authority. The agreement is contingent on (1) City of Salina review and approval and (2) inclusion of an indemnification for the airport authority from incidents that may occur on or near adjacent airport authority property. Director Gunn moved to approve the encroachment agreement, contingent upon the City's approval and addition of indemnification provision. Director Carlin seconded the motion. Motion passed 4-0.

Strategic Planning Session

Rogers introduced Lindsey Dreiling, Dreiling Aviation Services. Dreiling provided the board with an overview of the current image and messages presented to the public per the airport's website; results of the survey sent out to the board members, airport authority staff and key community members; current status compared to other facilities; future projects; goals, actions and timelines.

SAA board developed updates to the Vision, Mission Statement and Core Values. A summary of the results will be provided to the board members at the April board meeting.

Succession plans for Rogers, Swanson and Foss were discussed, with a plan for Rogers to be presented for approval at the May board meeting.

Director Carlin moved to adjourn the meeting, seconded by Director O'Brien. The meeting adjourned at 5:00 P.M.

Minutes approved at the April 19, 2023, board meeting.

Kasey L. Windhorst, Board Clerk

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