

AGENDA
SHAWNEE AIRPORT AUTHORITY
August 5, 2019 AT 6:00 P.M.
COMMISSION CHAMBERS AT CITY HALL
SHAWNEE, OKLAHOMA

CALL TO ORDER

DECLARATION OF A QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the July 15, 2019 regular meeting.

2. New Business

(Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)

3. Adjournment

Respectfully submitted

Lisa Lasyone, CMC, City Clerk

Shawnee Airport Authority

1.a.

Meeting Date: 08/05/2019

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the July 15, 2019 regular meeting.

Fiscal Impact

Attachments

Minutes

THE TRUSTEES OF THE SHAWNEE AIRPORT AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION IN THE COMMISSION CHAMBERS AT CITY HALL, 9TH AND BROADWAY, SHAWNEE, OKLAHOMA, MONDAY, JULY 15, 2019, DURING THE BOARD OF CITY COMMISSIONERS MEETING AT 6:00 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Gillham, Harrod, Rutherford, Sehorn, Salter

ABSENT: Bolt, Finley

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda:

a. Minutes from the June 17, 2019 regular meeting

A motion was made by Trustee Rutherford, seconded by Trustee Gillham, to approve Consent Agenda Item No. 1(a). Motion carried 5-0.

AYE: Rutherford, Gillham, Harrod, Sehorn, Salter

NAY: None

AGENDA ITEM NO. 2: Discussion, consideration, and possible action to award a contract for professional engineering services to H.W. Lochner, Inc., with a provision to negotiate fees on a project by project basis based on a pre-established rate schedule.

Airport Manager Bonnie Wilson stated that Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant funds may be used to address engineering cost if a qualifications-based selection process is used. She stated firms selected in this manor may be contracted for up to five (5) years to support AIP funded projects. The review committee recommended to award a contract to H.W. Lochner, Inc. for Professional Engineering Services.

A motion was made by Trustee Gillham, seconded by Trustee Rutherford, to approve a contract for professional engineering services to H.W. Lochner, Inc., with a provision to negotiate fees on a project by project basis based on a pre-established rate schedule. Motion carried 5-0.

AYE: Gillham, Rutherford, Harrod, Sehorn, Salter

NAY: None

AGENDA ITEM NO. 3: Discussion, consideration, and possible action to establish late fees for products and services provided.

Airport Manager Bonnie Wilson explained it does not appear any fees for late payments have been applied to past due balances owed to the Shawnee Regional Airport. Ms. Wilson would like to establish and impose a late fee payment in the amount of one and a half percent (1.5%) of any overdue balances for all billable charges assessed by the Shawnee Regional Airport.

A motion was made by Trustee Gillham, seconded by Trustee Sehorn, to approve establish late fees for products and services provided. Motion carried 5-0.

AYE: Gillham, Sehorn, Salter, Harrod, Rutherford

NAY: None

AGENDA ITEM NO. 4: New Business (Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 5: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:03 p.m.)

JAMES HARROD
VICE CHAIRMAN

ATTEST:

LISA LASYONE, SECRETARY

DRAFT