

THE STATE OF TEXAS §
COUNTY OF ANDERSON §
CITY OF PALESTINE §

The Airport Advisory Board of the City of Palestine convened in a Regular Meeting on Tuesday, March 7, 2023, at 5:30 p.m., in the Council Chambers at City Hall, 504 N. Queen Street, Palestine, Texas, with the following people present: Chair Shane Bainum, Vice Chair Harold Campbell, Board Members Elton Haynes and James Davis. Board members Elaine Triplett and Dr Robert Falconer were not present. Board member Eric Moore attended via zoom.

Staff present: PW Director Kevin Olson, PW Admin. Assistant Kimberly Beckman, City Manager Teresa Herrera, and City Secretary April Jackson.

CALL TO ORDER

Chair Shane Bainum called the meeting to order at 5:32 p.m.

PROPOSED CHANGES OF AGENDA ITEMS

There were none.

PUBLIC COMMENTS

Steven Heinanen updated the board on the monument for Tammy Mays, approximately up to a year until it is installed.

CONFLICT OF INTEREST DISCLOSURES

There were none.

DIRECTOR'S REPORT

1. Fuel Sales & Operations Report

PW Director Kevin Olson reported on the Fuel Sales and Operation report, and runway lights that were out.

Chair Shane Bainum requested we show the previous year on the Fuel Sales and Operation Report.

APPROVAL OF MINUTES

1. Consider approval of minutes from the November 15, 2022, meeting.

Motion by Board Member Harold Campbell, seconded by Board Member Eton Haynes to approve meeting minutes from November 15, 2022. Upon vote, motion carried, 5-0.

DISCUSSION AND ACTION ITEMS

1. Discussion and possible action regarding the TxDOT Letter of Intent for airport improvements.

PW Director Kevin Olson informed the board we have a new TxDOT planner, Shawn Newton, and held discussion of the following three topics from the TxDOT Letter of Intent, no action was taken at this time.

- A. The Airport Layout Plan (ALP) with narrative and map update.
- B. Replacement of all runway lighting to include taxiway lighting and approach lighting and electrical vault to include all new electrical components.
- C. Perimeter Security/Game fence with controlled access. (approx. 23,000 ft)

2. Discussion and possible action regarding Airport Approach Lighting System.

PW Director Kevin Olson discussed with the board the concerns he received about the approach lighting system. Chair Shane Bainum informed the board on the differences between ILS and LPV.

No action was taken at this time.

3. Discussion and possible action regarding Chapter 18 – Aviation, Article I – In General.

PW Director Kevin Olson held a general discussion regarding Article I.

4. Discussion and possible action regarding Chapter 18 – Aviation, Article II – Airport Advisory Board.

PW Director Kevin Olson held a general discussion regarding Article II.

5. Discussion and possible action regarding Chapter 18 – Aviation, Article III – Airport Zoning.

PW Director Kevin Olson held a general discussion regarding Article III. It was decided that the articles should be assigned to groups for discussion and come back for a Special Meeting March 29 to further discuss and take possible action.

The groups were assigned as follows:

Article I- Chair Shane Bainum, Board Members Elaine Triplett, and Eric Moore

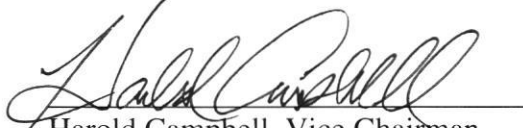
Article II - City of Palestine staff and Board Member Dr. Robert Falconer

Article III – Board Members Harold Campbell, Elaine Davis, and Elton Haynes

ADJOURN

Motion made by Board Member Harold Campbell, seconded by Board Member James Davis to adjourn. The meeting was adjourned at 6:32 p.m.

PASSED AND APPROVED THIS 28TH DAY OF NOVEMBER 2023.


Harold Campbell, Vice Chairman

ATTEST:


Kimberly Beckman, PW Administrative Assistant