

**KEYSTONE AIRPARK AUTHORITY**  
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**MINUTES OF THE BOARD MEETING OF THE KEYSTONE AIRPARK AUTHORITY**  
Tuesday, June 5th , 2012  
**CONFERENCE ROOM, KEYSTONE AIRPARK**

Chair Thomas called the board meeting to order at 6:00 p.m.

Prayer was given by Mr. Kirkland followed by the Pledge of Allegiance.

**PRESENT:** Noel Thomas, David Kirkland, Roger Mullins, Ron Blake, Glen Harris, Wayne Wynn, Bill Prange, Lt. Col. Johnson, Lance Baldree, Maria Gall

**ABSENT:** Roland Luster

**City Manager, Terry Suggs, swore in Wayne Wynn to Bradford County seat and Noel Thomas to City Seat #3.**

**Presentation was given by Fl. Fish and Wildlife Conservation Commission, Jim Garrison and Walter McCown. Discussed black bear tagging and tracking system at Camp Blanding.**

**A motion was made to accept May 2012 Minutes and Financials**

**Motion by: D Kirkland**

**2<sup>nd</sup> by: R. Mullins**

**All Ayes**

Chair Thomas presented the Special Events Permit for the Keystone Heights 3<sup>rd</sup> of July Street Dance to Board for review. No comment

Bill Prange:

- Reported that his conversation with Rebecca Henry (FAA) requested that we evaluate the Stormwater Master Plans and submit updates at the same time as the Airport Master Plan
- Mr. Prange will work with Miss Gall in
- Reported that Richard Owen didn't feel there would be enough funds this cycle to take care of security project

Mr. Kirkland:

- Reported on options for septic tank lid repair. After discussion of in-house repair vs. pricing from Florida Septic, it was the Boards desire to have Mr. Mullins get one more formal bid.

**A motion was made to move forward with repair based on low bid, not to exceed \$1,000.00**

**Motion by: R. Blake**

**2<sup>nd</sup> by: R Mullins**

**All Ayes**

- It was agreed upon by Board to schedule the next Board Work Day for July 21<sup>st</sup> @ 8:00am.
- Reported that Union Lasteel and KAA have signed contract documents. They will file building permit as soon as KAA signs off on preliminary building drawings. Once received, building will begin and turnaround time is 60 days.
- Discussion on gutter issues with Hangar B. Waterfall is creating wash-out and exposing footers. Mr. Prange will check with Mr. Luster regarding allowance of building modifications.
- Reported cost options for work sink in main hangar.

**A motion was made to move forward with purchase and install, not to exceed \$500.00 (including plumbing install).**

**Motion by: D Kirkland**

**2<sup>nd</sup> by: R Mullins**

**All Ayes**

- Discussion made regarding part-time position for weekends. Board agreed that position should be seasonal (June-mid Sept); Sat and Sun coverage from 9:00am-3:00pm.. Wage will be based on minimum wage at \$7.67/hr.. This position will allow Joe and Lance to focus on mowing and other facility improvements during busy season. Ms. Gall was directed to create an ad and put into Lake Region Monitor as soon as possible.
- Mr. Kirkland discussed the need to create, adopt & post a “No Solicitation Policy”. Rough draft was presented. It was suggested to review the City of Keystone policy.

Mr. Harris:

- Reported that all cogan grass herbicide has been applied.

Mr. Blake:

- Requested we deliver millings to AirGroup Warehouse for washed out area located by delivery ramp. Lance agreed to get delivered & repaired on 6/8.

Mr. Mullins:

- Reported that the new website is up and running. Discussed some of the new features and feedback we’re receiving.

Col. Johnson:

- Operation America Shield is scheduled June 12-26<sup>th</sup>.
- Asked for feedback on runway upgrade. Chair Thomas suggested Mr. Prange begin to look into project and report back to Col. Johnson.

Ms. Gall:

- Nov 3<sup>rd</sup> Open House committee meeting scheduled for June 19<sup>th</sup>.
- Special Meeting scheduled for June 25<sup>th</sup>.
- Suggested to Board about having Board Member pictures on website. She will work with Carrie Mullins

Mr. Baldree:

- Reported on the Fuel Tech findings from annual tank inspection and annual maintenance.
- Requested from Board to go out get bids on beacon getting sandblasted and repainted. Board directed Mr. Baldree to move forward.

Chair Thomas:

- Election of Board Officers:
  - **Motion to re-assign Noel Thomas to Chairman of the Board. Motion by: G Harris 2<sup>nd</sup> by: R. Mullins. All Ayes**
  - **Motion to re-assign David Kirkland to Vice Chairman of the Board. Motion by: R Mullins. 2<sup>nd</sup> by:G. Harris. All Ayes.**
  - **Motion to re-assign Roger Mullins to Secretary of the Board. Motion by: R Blake. 2<sup>nd</sup> by: G. Harris. All Ayes**
  - **Motion to re-assign Glen Harris to Treasurer of the Board. Motion by: R. Mullins. 2<sup>nd</sup> by: W Wynn. All Ayes**
- Discussion regarding the removal of old concrete pipe. Tenant has requested these pipes for personal use and has indicated they will remove themselves. Board approved.

Meeting adjourned at 8:15 p.m.

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Noel Thomas, Chairman

Attest

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Secretary