

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
April 19, 2021 4:00 P.M.

Ardmore Convention Center
2401 N Rockford Road
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Mark Riesen, T.J. Riley, Nancy Sjulín
TRUSTEES VIA ZOOM: Steve Rhines
EX-OFFICIOS TRUSTEES:
STAFF: Mita Bates, Andrea Anderson, Marthanna Donald, Randy Gentry, Chase Tindle
GUESTS: Drew Butler, Dallas Skansgaard

Item 1: Call to order and roll call and declaration of quorum.

Nancy Sjulín called the meeting to order at 4:05 p.m.

Item 2: Confirmation of compliance with Open Meeting Act.

Mita Bates informed Mrs. Sjulín that the agenda was placed in posted in a timely manner in a prominent public view.

Item 3: Consideration and possible action to approve the Minutes of the Special Meeting of March 15, 2021 and the Special Meeting of March 31, 2021.

Mita Bates informed the board that after publication it was noted that Scott Chapman attended the March 31, 2021 Special Meeting in person and that Steve Rhines attended the same meeting virtually. Scott Chapman made a motion to approve the Minutes of the Special Meeting of March 15, 2021 and the Special Meeting of March 31, 2021 with the noted changes to the Minutes of March 31, 2021. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, Mark Riesen, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

Item 4: Consideration and possible action to accept the March 2021 Financials.

Jake Charnock presented the March 2021 Financials. After a brief discussion T.J. Riley made a motion to accept the March 2021 Financials. Dr. Craig Gerken seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, Mark Riesen, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve a sublease with Continental Intermodal Group, Trucking LLC for Suite 2 at the Ardmore Municipal Airport Terminal (620 General Drive) for one year at a rate of \$1800 per year.

Mita Bates informed the board that CIG Trucking had originally rented the office while working a project in the area. Mark Riesen motioned to approve a sublease with Continental Intermodal Group, Trucking LLC for Suite 2 at the Ardmore Municipal Airport Terminal (620 General Drive) for one year at a rate of \$1800 per year. Jake Charnock seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, Mark Riesen, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve an agreement with Landwehr Construction, Inc. a Minnesota Corporation for the removal trees, addition of new trees and the temporary addition of a small gravel radius on Redwing Road at the Ardmore Municipal Airport.

Mita Bates explained that Landwehr Construction is working with Sovereign, LLC on a project within the Ameripointe development. In planning for the project, it was discovered that there is not enough room at the intersection of Highway 53 and Redwing Road for trucks to turn onto Highway 53. The trees will be removed to make room for the temporary gravel radius to accommodate turning onto Highway 53. At the completion of the project Landwehr Construction will replace all removed trees at 1:1. After a brief discussion Dr. Pam Kimbrough made a motion to approve an agreement with Landwehr Construction, Inc. a Minnesota Corporation for the removal trees, addition of new trees and the temporary addition of a small gravel radius on Redwing Road at the Ardmore Municipal Airport. Mark Riesen seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, Mark Riesen, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to enter into a Memorandum of Understanding with the City of Ardmore for the purpose of FAA Grant Administration on the rehabilitation of pavement and lighting on Runway 13-31 at the Ardmore Municipal Airport.

Mita Bates explained that the project is on schedule for FY2022. Like previous projects, it will be funded 90% by the FAA, 5% by the OAC, and 5% by the ADA. As the owner of the airport, the City of Ardmore will be the grant administrator. After a brief discussion Scott Chapman motioned to enter into a Memorandum of Understanding with the City of Ardmore for the purpose of FAA Grant Administration on the rehabilitation of pavement and lighting on Runway 13-31 at the Ardmore Municipal Airport. T.J. Riley seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, Mark Riesen, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

Item 8: Consideration and possible action to enter Executive Session for the purpose of:

Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C(11).

Jake Charnock motioned to enter into Executive Session. Dr. Craig Gerken seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, Mark Riesen, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:20 p.m.

Item 9: Consideration and possible action to reconvene open session.

Scott Chapman motioned to reconvene open session. Mark Riesen seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, Mark Riesen, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed. Open session reconvened at 4:45 p.m.

Item 10: Staff Reports

- a. Airport- Chase Tindle reported that construction for ATS World Wide is progressing. Work has also begun on the rehab project for runway 13-31. Fascia replacement on the Control Tower will begin on May 6. Finally, Mr. Tindle reported that March airport traffic was up 42% compared to March 2020 and up 7% for the year.
- b. Industrial Parks- Randy Gentry reported that progress continues on the new pumphouse. Security devices are currently being installed in the warehouse. Remodeling of the terminal restrooms has begun. Property at Westport Industrial Park is scheduled to be mowed once the weather permits.
- c. Marketing Report- Andrea Anderson updated the board on projects. Mita Bates updated the board on the progress of the Transition Committee.

Item 11: Adjourn

With no further business, Jake Charnock motioned to adjourn. T.J. Riley seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, Mark Riesen, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 4:55 p.m.

Respectfully Submitted:

Mita A. Bates, Secretary