



**Stillwater Regional Airport Authority**  
2020-1 West Airport Road  
Stillwater, Oklahoma 74075

Office: 405.372.7881  
Fax: 405.372.8460

Web: [www.Stillwater.org](http://www.Stillwater.org)

**STILL PIONEERING**

THE FRONT DOOR TO THE COMMUNITY; A GATEWAY TO THE WORLD  
"A Quality Experience"

---

## **MEETING MINUTES**

**Stillwater Municipal Building  
1121-A Commission Conference Room  
723 South Lewis  
Stillwater, Oklahoma 74074**

**November 17, 2016**

---

### **1. CALL REGULAR MEETING TO ORDER**

Chairman Marc Tower called the meeting to order at 12:01 pm

### **2. ROLL CALL**

MEMBERS PRESENT: CHARLES BACON, CHUCK FLEISCHER, JERRY FRANKLIN, FRED SHULTZ, MARC TOWER

MEMBERS ABSENT: LEE ROY SMITH, RUSSELL TEUBNER

OTHERS ATTENDING: Gary Johnson, Mary Morris, Norman McNickle, Patti Osmus, Melissa Reames, Morris Dudgeon, John Dorman (in at 12:15 pm)

### **3. CONSENT DOCKET**

- a. Approval of minutes: Regular Meeting October 20, 2016

***MOTION BY FRANKLIN, SECOND BY FLEISCHER FOR APPROVAL OF THE CONSENT DOCKET.***

***ROLL CALL VOTE: YEA—BACON, FLEISCHER, FRANKLIN, SHULTZ, TOWER. ABSENT—SMITH, TEUBNER. NAY—NONE. ABSTAIN—NONE. MOTION CARRIED WITH FIVE YEA VOTES.***

### **4. ITEMS REMOVED FROM CONSENT DOCKET**

None.

**5. GENERAL ORDERS**

- a. Income statement months ending October 2016 (SRAA-16-62)

**MOTION BY BACON, SECOND BY FRANKLIN FOR THE APPROVAL OF INCOME STATEMENT MONTHS ENDING NOVEMBER 2016.**

**ROLL CALL VOTE: YEA—BACON, FLEISCHER, FRANKLIN, SHULTZ, TOWER. ABSENT—SMITH, TEUBNER. NAY—NONE. ABSTAIN—NONE. MOTION CARRIED WITH FIVE YEA VOTES.**

- b. Discuss the addition of terminal apron expansion to the parallel taxiway project (SRAA-16-63)

Director Gary Johnson briefly described the construction process of the proposed terminal apron expansion that would serve as a traffic bypass during the parallel taxiway project. Mr. Johnson added the apron expansion process would help with the addition of the proposed future terminal expansion. The apron expansion would serve the overall growing need for reconstruction and expansion accommodate airline service and increased ramp parking demands.

Mr. Johnson recommended approval of the additional apron expansion/bypass to the parallel taxiway project. The funding breakdown would be federal 90%, state 5%, and local 5% funding availability with City Council approval.

**MOTION BY FRANKLIN, SECOND BY BACON FOR THE APPROVAL OF THE ADDITION OF THE APRON EXPANSION TO THE PARALLEL TAXIWAY PROJECT.**

**ROLL CALL VOTE: YEA—BACON, FLEISCHER, FRANKLIN, SHULTZ, TOWER. ABSENT—SMITH, TEUBNER. NAY—NONE. ABSTAIN—NONE. MOTION CARRIED WITH FIVE YEA VOTES.**

- c. Appoint sub-committee for Stillwater Regional Airport Authority 2017 election of officers (SRAA-16-64)

Mr. Johnson stated the Authority voted in 2014 to appoint a nominating sub-committee as advance preparation before the normal January election of officers.

Authority members Jerry Franklin, Chairman, Charles Bacon, and Marc Tower volunteered for the sub-committee. The sub-committee agreed to meet and submit a list of interested members willing to serve as an officer on the Stillwater Regional Airport Authority Board during 2017.

**MOTION BY FRANKLIN, SECOND BY FLEISCHER FOR APPROVAL OF STILLWATER REGIONAL AIRPORT AUTHORITY OFFICER NOMINATING SUB-COMMITTEE FOR 2017.**

**ROLL CALL VOTE: YEA—BACON, FLEISCHER, FRANKLIN, SHULTZ, TOWER. ABSENT—SMITH, TEUBNER. NAY—NONE. ABSTAIN—NONE. MOTION CARRIED WITH FIVE YEA VOTES.**

**6. REPORT FROM AIRPORT STAFF AND AUTHORITY**

- a. Miscellaneous Items from Airport Director and/or Staff.
  - i. ATCT-October 2016 monthly and yearly comparison air traffic count (SRAA-16-65)
  - ii. October 2016 monthly fuel sales report and fuel comparison (SRAA-16-61)
  - iii. Updates on the airport terminal baggage conveyor installation and grant projects
- b. Miscellaneous Items from City Manager.

Mr. Norman McNickle, City Manager addressed the Authority to stress the importance to buy local if all possible. The City of Stillwater budget future greatly depended on the sales tax revenues collected from the local retailers. Mr. McNickle stated the sales tax revenue continued to fall behind the previous year.

- c. Miscellaneous items from Authority Members.

None.

**7. ADJOURNMENT**

***MOTION BY FLEISCHER, SECOND BY BACON TO ADJOURN THE NOVEMBER 17, 2016 REGULAR MEETING OF THE STILLWATER REGIONAL AIRPORT AUTHORITY.***

***ROLL CALL VOTE: YEA—BACON, FLEISCHER, FRANKLIN, SHULTZ, TOWER. ABSENT—SMITH, TEUBNER. NAY—NONE. ABSTAIN—NONE. MOTION CARRIED WITH FIVE YEA VOTES.***

The meeting adjourned at 12:39 p.m.

ATTEST:   
\_\_\_\_\_  
MARC TOWER, CHAIRMAN

  
\_\_\_\_\_  
FRED A. SHULTZ, SECRETARY