

**REGULAR BOARD MEETING
JACKSON MUNICIPAL AIRPORT AUTHORITY
BOARD OF COMMISSIONERS**

September 27, 2021

MINUTES

I. CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM

Pursuant to proper notice, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority" or "JMAA") convened its Board Meeting in the Community Room of the Jackson-Medgar Wiley Evers International Airport ("JAN") in Jackson, Mississippi at 4:00 p.m. on Monday, September 27, 2021. A copy of the Board Meeting Notice is attached as Exhibit "A" hereto.

Chairman Robert E. Martin presided, called the Meeting to order at 4:00 p.m. and called the roll of Commissioners.

The following Commissions were present, in person, during roll call for a quorum at the Board Meeting:

Robert E. Martin, Chairman, Present ("Martin")
LaWanda D. Harris, Vice-Chairwoman, Present ("Harris")
LTC(R) Lucius Wright, Commissioner, Present ("Wright")
Rickey D. Jones, Commissioner, Present ("Jones")

Chairman Martin announced that a quorum was present at the Board Meeting and the Meeting would proceed with a discussion of the agenda (the "Agenda") for the Board Meeting. The following other persons were also present at the Meeting:

Paul A. Brown, Chief Executive Officer of the JMAA ("Brown")
Steven G. Williams, Esq., Legal Officer of the JMAA ("Williams")
And persons listed on the Sign-in Sheet for the June 28, 2021, Meeting, Exhibit "B" hereto.

II. INVOCATION AND INTRODUCTION OF NEW MEMBER OF BOARD OF COMMISSIONERS

Brown gave the Invocation.

Chairman Martin introduced new Board of Commissioners member Rickey D. Jones and yielded the floor to him. Jones made brief remarks and was welcomed to the Board of Commissioners by the other Commissioners.

III. APPROVAL OF BOARD NOTICES

- A. Notice of the Monthly Work Session Meeting of the Board of JMAA scheduled Thursday, September 23, 2021, at 8:30 a.m. in the Community Room at JAN. Harris moved to accept, and Wright seconded. The Motion was carried 4-0.
- B. Notice of the Regular Monthly Meeting of the Board of JMAA with JMAA's Staff on Monday, September 27, 2021, at 4:00 p.m. in the Community Room at JAN. Harris moved to accept, and Wright seconded. The Motion was carried 4-0.
- C. Notice of Postponed Regular Monthly Meeting of the Board of JMAA scheduled for Friday, September 17, 2021, at 8:30 a.m. is rescheduled to Monday, September 27, 2021, at 3:00 p.m. in the Community Room at JAN. Wright moved to accept, and Martin seconded. Harris excused herself from the meeting. The Motion was carried 3-0.

IV. APPROVAL AND EXECUTION OF MINUTES

- A. Regular Board Meeting, Monday, July 26, 2021, at JAN. Wright moved to accept. Harris seconded and the Motion was carried 4-0.
- B. Regular Board Meeting, Monday, June 28, 2021, at JAN. Wright moved to accept. Harris seconded and the Motion was carried 4-0.
- C. Special Board Meeting, Monday, August 2, 2021, at Hawkins Field Airport ("HKS"). Wright moved to accept. Harris seconded and the Motion was carried 4-0.
- D. Emergency Board Meeting, Tuesday, August 31, 2021, at JAN. Wright moved to accept. Martin seconded. Harris raised objection to validity of this meeting. Discussion was held as to validity of the meeting. At the vote, Wright and Martin voted yes, Harris voted no, and Jones abstained. The Motion was carried 2-1-1.

V. PUBLIC COMMENTS

None.

VI. REPORTS

A. Report From the Chairman

None.

B. Report from the Chief Executive Officer

1. CEO Brown went over the project summary spreadsheet and Chief Operations Officer John Means was asked some questions by Harris.
2. CEO Brown went over the Airport Activity Statistics Report. Commissioner Jones asked about air cargo projections.

3. Disadvantaged Business Enterprise Report. CEO Brown reported.
4. Staff Reports -None.
5. Consultant Reports – None.

E. Report from the Attorney.

1. Legal Officer Williams read aloud Resolutions from the Board honoring Sheriff Lee Vance and Mary Ella McDougal Henley who passed away recently. Jones motioned to approve these Resolutions and Harris seconded. The Resolution were approved by unanimous vote 4-0.
2. Legal Officer Williams stated that due to a misspoken motion called for by Chairman Marting, the approval of the Claims Docket at the Emergency Meeting on August 31, 2021, would need to be ratified by the Board. Martin moved to ratify action. Wright seconded. Harris and Jones abstained. The Motion was carried 2-0-2.

CEO Brown formally recognized Finance Department employee Chaquita Martin as Employee of the Month.

VII. ACTION ITEMS

A. Financial Matters

1. Financial Reports

a) Motion to accept Balance Sheet for August 2021

MOTION CALLED BY: Wright

MOTION SECONDED BY: Harris

VOTE COUNT:

YAYS: 4

NAYS: 0

ABSTAIN: 0

b) Motion to accept Income Statement for August 2021

MOTION CALLED BY: Harris

MOTION SECONDED BY: Jones

VOTE COUNT:

YAYS: 4

NAYS: 0

ABSTAIN: 0

c) Claims Docket for August 2021

Vice-Chairwoman Harris requested that this item be moved down the agenda to the last item. Chairman Martin agreed to this request.

B. Construction Projects – None.

C. Procurements

- 1. Staff requested that BKD CPA firm awarded contract for accounting services.**

Brief discussion about the proposed term and renewals.

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

VOTE COUNT:

YAYS: 4

NAYS: 0

ABSTAIN: 0

- 3. Lawn Services at JAN. Staff requested to advertise for a Request for Bid for professional lawn services.**

Brief discussion about funding for this work.

Wright moved to accept, and Jones seconded. Vice Chairwoman Harris requested that further discussion be held during Executive Session. This was approved.

D. Service Agreements

- 1. Professional Services Agreement with Unison Consulting, Inc. for aviation consulting services. Staff requested authorization to execute the proposed agreement.**

Brief discussion about proposed scope of work and whether some of these responsibilities could be handled by JMAA staff. Issue was tabled until next Board meeting.

- 2. JAN Fire Alarm System Improvements. Johnson Controls. Staff requested authority to increase the approved project budget to an amount not to exceed \$108,412.00.**

MOTION CALLED BY: Wright

MOTION SECONDED BY: Martin

YAYS: 2 Martin, Wright

NAYS: 0

ABSTAIN: 2 Harris, Jones

- 3. Support for Human Resources Department. Staff requested authorization to award a Professional Services Agreement to Hope LLC.**

MOTION CALLED BY: Wright

MOTION SECONDED BY: Harris

YAYS: 4

NAYS: 0

ABSTAIN: 0

E. Grants

None

F. Other Matters

- 1. Staff requested approval of FY 2022 Operating and Maintenance and Capital Expenditures budget.**

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

YAYS: 4

NAYS: 0

ABSTAIN: 0

2. Staff requested hardware/Software licenses, subscriptions, and support renewals.

MOTION CALLED BY: Jones

MOTION SECONDED BY: Wright

YAYS: 4

NAYS: 0

ABSTAIN: 0

3. Staff requested amendment to terms of AFCO Cargo lease at JAN. Authorization to execute.

MOTION CALLED BY: Wright

MOTION SECONDED BY: Jones

YAYS: 4

NAYS: 0

ABSTAIN: 0

4. Staff requested amendment to professional services agreement for Expert Professional Solutions. Authorization to execute.

MOTION CALLED BY: Wright

MOTION SECONDED BY: Martin

YAYS: 4

NAYS: 0

ABSTAIN: 0

5. Staff requested authorization to accept FY 2022 insurance proposal from Porter Insurance Agency.

MOTION CALLED BY: Wright

MOTION SECONDED BY: Harris

YAYS: 4

NAYS: 0

ABSTAIN: 0

6. Staff requested authorization to permit TSA to located explosives magazine at JAN.

Discussion of potential safety issues and liability of JMAA. Chief Operating Officer Means was brought before the Board to answer questions.

MOTION CALLED BY: Wright

MOTION SECONDED BY: Jones

YAYS: 4

NAYS: 0

ABSTAIN: 0

G. New Business

Vice Chairwoman Harris moved to close the Public Session to discuss whether to go into Executive Session to discuss potential litigation, actual litigation, and Human Resources matters.

MOTION CALLED BY: Harris

MOTION SECONDED BY: Martin

YAYS: 4

NAYS: 0

ABSTAIN: 0

6:00 p.m. Executive Session convened.

MOTION CALLED BY: Jones

MOTION SECONDED BY: Harris

YAYS: 4

NAYS: 0

ABSTAIN: 0

8:46 p.m. Vice Chairwoman Harris motioned to adjourn Executive Session.

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

YAYS: 4

NAYS: 0

ABSTAIN: 0

8:56 pm. Returned to Open Session and the public was asked to return. Martin advised that action was taken on certain salary adjustments. On actual and potential litigation issues, no action was taken.

Vice Chairwoman Harris motioned to accept the Claims docket updated by Finance and seconded by Commissioner Wright. Motioned carried by unanimous vote 4-0.

Chairman Martin opened the floor for Board Chairman and Vice-Chairman nominations. Vice-Chairwoman Harris nominated herself for Chairwoman. Commissioner Wright seconded the nomination. Harris, Wright, and Jones voted yai. Chairman Martin abstained. The nomination carried with vote 3-0-1.

MOTION CALLED BY: Harris

MOTION SECONDED BY: Wright

YAYS: 3

NAYS: 0

ABSTAIN: 1

The floor was opened for a vote on Vice Chairman. Commissioner Wright nominated Martin for Vice Chairman. Martin seconded. Harris voted nay. Wright, Martin, and Jones voted yai. Harris voted nay. The motion was passed 3-1-0

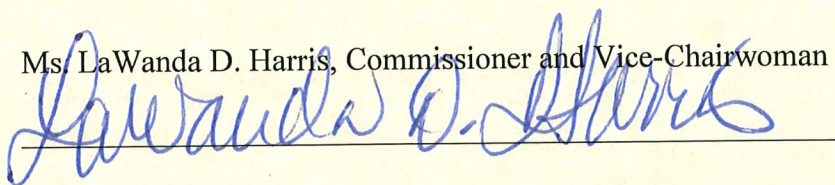
9:13 p.m. Chairwoman Harris motioned to adjourn. Jones seconded. The motion passed 4-0.

The Board Meeting was ADJOURNED.

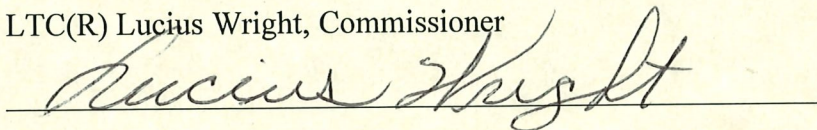
Respectfully submitted,

Mr. Robert E. Martin, Commissioner and Chairman

Ms. LaWanda D. Harris, Commissioner and Vice-Chairwoman



LTC(R) Lucius Wright, Commissioner



Mr. Rickey D. Jones, Commissioner

