



**Minutes of the Music City Executive Airport Authority  
Administrative Committee**  
Meeting held at the Music City Executive Airport  
JUL 27, 2020  
4:30 PM

1. The Chairman called the meeting to order at 04:30 PM.
2. Roll call as indicated below. The meeting was held via Zoom in concert with the increased cases of Covid-19 in Sumner County:

	Present	Zoom	Absent
Brown		X	
Cavin		X	
Dickerson		X	

3. Mr. Drayton, Chairman of MCEAA attended.
4. Mr. Jeff Dunham, Airport Manager, also attended.
5. Mr. Dickerson made a motion to approve the 21 Jul 2020 minutes. Mr. Cavin seconded the motion. The Administrative Committee approved the minutes unanimously.
6. The Committee reviewed the agenda for the meeting. Copy attached.
7. The Committee reviewed the AC's report which will be presented to the MCEAA 27 July. There were no changes or additions to the report.
8. The Committee again discussed the Fuel Storage Facilities document to be presented to the MCEAA meeting on 27 Jul 2020. The committee felt the proposal was ready for presentation to the full Airport Authority.
9. Airport Managers Weekly Report
  - i. No additional discussion was required on the Airport Managers report.
  - ii. New Sign on building. The Committee directed the Airport Manager to get bids on removal of the Sumner County Regional Airport letters on the building.

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- iii. A new sign for the Airport Authority Office door was procured and is in place.
  - iv. The Airport Manager discussed the Fire that occurred at the airport 26 July 2020. The fire resulted from a tenant conducting welding in his hanger which caught adjacent material on fire. Mr. Bell (tenant) is currently in Vanderbilt Hospital. Gallatin Fire Department (GFD) responded to the fire. The incident brought to light the need for greater coordination and planning between MCEA and the GFD.
  - v. GFD will revisit the Airport Response Committee, putting in place a fire grid, and additional GFD training.
  - vi. The Airport Manager discussed the fact that he has received several inquiries regarding opportunities to build hangers at MCEA. This fact indicates that MCEA has a bright future for growth.
  - vii. The Airport Manager will be on vacation 28-31 July 2020.
10. The AC is scheduled to review the 2020 Budget and develop the Airport Managers Operating Budget August 3, 2020.
11. The next scheduled meeting is at 9:00. 3 August 2020.
12. Mr. Cavin made a motion to adjourn the meeting. Mr. Dickerson seconded the motion. The committee approved the motion unanimously.
13. The meeting was adjourned at 4:58pm.

  
Chairman  
Mr. Doug Brown

  
Member  
Mr. Dennis D. Cavin