

**REGULAR BOARD MEETING OF JACKSON MUNICIPAL AIRPORT AUTHORITY  
BOARD OF COMMISSIONERS  
FEBRUARY 24, 2020**

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

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” and “JMAA”) convened its February 24, 2020 Regular Board Meeting in the Community Room, Main Terminal Building, at the Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 4:00 p.m. on Monday, February 24, 2020 (the “Meeting”), pursuant to proper notice.

Chairman LaWanda D. Harris, presided, called the Meeting to order at 4:00 p.m., and called the roll of Commissioners.

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

LaWanda D. Harris, Chairman  
Robert E. Martin, Vice-Chairman  
Pastor James L. Henley Jr., Commissioner  
LTC(R) Lucius Wright, Commissioner

Chairman Harris announced that a quorum was present at the Meeting, as required by the Bylaws of the Authority, and announced that the Meeting would proceed with discussion of the Agenda (the “Agenda”) for the Regular Board Meeting, scheduled for Monday, February 24, 2020, at the Jackson-Medgar Wiley Evers International Airport (“JAN”), in Jackson, Mississippi, at 4:00 p.m. The following other persons were also present at the Meeting:

Paul A. Brown, JMAA’s Chief Executive Officer  
John L. Walker, Esq., Walker Group, PC, Attorneys at Law  
Kevin Bass, Esq., Walker Group, PC, Attorneys at Law  
And persons listed on **EXHIBIT A: Sign-in Sheet for 2-24-20**

**II. INVOCATION**

Chief Executive Officer Paul A. Brown gave the Invocation.

**III. APPROVAL OF BOARD NOTICES**

- A. Notice of the Monthly Pre-Work Meeting Session Friday, February 14, 2020, occurring at Noon (12:00 p.m.) at Hawkins Field Airport.

**RESOLUTION CY-2020-33**

**APPROVAL OF THE NOTICE OF THE FEBRUARY 14, 2020 PRE-WORK SESSION MEETING AT NOON**

After discussion and review, and upon the motion made by Vice-Chairman Martin, second by Commissioner Pastor Henley, and approved by a unanimous vote, the following resolution was made and entered.

**RESOLVED**, that the Board hereby approves the Notice of the February 14, 2020 Pre-Work Session Meeting.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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**IV. APPROVAL AND EXECUTION OF MINUTES**

- A. Regular Scheduled Monthly Work Session of the Board of Commissioners, Thursday, January 23, 2020, at 8:30 a.m. at Jackson-Medgar Wiley Evers International Airport.
- B. Regular Scheduled Monthly Board of Commissioners Meeting Monday, January 27, 2020, at 4:00 p.m. at Jackson-Medgar Wiley Evers International Airport.
- C. Special Board Meeting, Monday, February 10, 2020, at 9:00 a.m., at Hawkins Field Airport.

**RESOLUTION CY-2020-34**

**APPROVAL OF THE MINUTES OF THE: (I) JANUARY 23, 2020 REGULAR MONTHLY WORK SESSION; (II) JANUARY 27, 2020 REGULAR MONTHLY BOARD MEETING; AND (III) FEBRUARY 10, 2020 SPECIAL BOARD MEETING**

After discussion and review, and upon the motion made by Commissioner Pastor Henley and seconded by Commissioner LTC(R) Wright, the Minutes of the January 23, 2020 Regular Work Session, the Minutes of the January 27, 2020 Regular Monthly Board Meeting, and the Minutes of the February 10, 2020 Special Board Meeting were approved by a unanimous vote of the Commissioners, and the following resolution was made and entered.

**RESOLVED**, that the Board hereby approves the Minutes of the January 23, 2020 Regular Monthly Work Session, the Minutes of the January 27, 2020 Regular Monthly Board Meeting, and the Minutes of the February 10, 2020 Special Board Meeting as presented, and directs that said Minutes be filed in the appropriate Minute Book and Records of the Authority.

Yeas: Harris, Henley, Martin, Wright  
Nays: None  
Abstentions: None

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**V. PUBLIC COMMENTS**

None.

**VI. REPORTS**

**A. Report from the Chairman**

Chairman Harris announced that there was no Chairman report.

**B. Chief Executive Officer**

- 1. **Airport Project Manager Summary, Period Ending January 31, 2020**  
..... **Page 1**

Mr. Paul A. Brown, CEO, directed the Board’s attention to the Airport Project Manager Summary (“APMS”), found at pages 1-17 in the February 24, 2020 Regular Board Meeting Packet and distributed to the Board before the February 24, 2020 Regular Board Meeting. The Board reviewed the Report and had no questions.

- 2. **Airport Activity Statistics Report, Period Ending January 31, 2020**  
.....**Page 18**

Next, Mr. Brown directed the Board’s attention to the Airport Activity Statistics Report (“AASR”), found at pages 18-30 in the February 24, 2020 Regular Board Meeting Packet, and distributed to the Board before the February 24, 2020 Regular Board Meeting. The Board reviewed the Report and had no questions.

**C. Attorney**

Attorney Walker announced that there is one (1) Resolution for the Board to consider regarding Board Travel at the appropriate time.

**VII. ACTION ITEMS**

**A. Financial Matters**

- 1. **Financial Reports for January 2020:**

- a. **Balance Sheet: Accept.....Page 31**

**RESOLUTION CY-2020-35**

**RESOLUTION ACCEPTING/APPROVING THE JANUARY 2020 BALANCE SHEET**

Upon motion by Vice-Chairman Martin and seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Balance Sheet for the month and period ending January 31, 2020, which is included in the Packet at pages 31-32, and was distributed to the Board prior to the February 24, 2020 Regular Board Meeting.

**IT IS, THEREFORE, RESOLVED** that the Board hereby accepts and approves the January 2020 Balance Sheet.

Yeas: Harris, Henley, Martin, Wright  
Nays: None  
Abstentions: None

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*b. Income Statement: Accept.....Page 33*

**RESOLUTION CY-2020-36**

**RESOLUTION ACCEPTING/APPROVING THE JANUARY 2020 INCOME STATEMENT**

Upon motion by Vice-Chairman Martin, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Income Statement for the month and period ending January 31, 2020, which is included in the Packet at pages 33-35, and was distributed to the Board prior to the February 24, 2020 Regular Board Meeting.

**IT IS, THEREFORE, RESOLVED** that the Board hereby accepts and approves the January 2020 Income Statement.

Yeas: Harris, Henley, Martin, Wright  
Nays: None  
Abstentions: None

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c. *Claims Docket for January 2020: Approve.....Page 36*

Chairman Harris announced that the Board would consider the Claims Docket after Executive Session later on the Agenda.

1. *Fiscal Year 2020 Operating and Maintenance Budget Amendment #2, JMAA: Authorization to Amend the Fiscal Year 2020 Operating and Maintenance Budget.....Page 41*

**RESOLUTION CY-2020-37**

**RESOLUTION AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S STAFF TO AMEND THE FISCAL YEAR 2020 OPERATING BUDGET**

Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff for authority to amend the Fiscal Year 2020 Operating and Maintenance ("O&M") Budget; and

**WHEREAS**, the amendments include an increase in the O&M Budget, due to operational changes and business needs and expenses, and funding realignments guided by JMAA's Staff; and

**WHEREAS**, the Board finds that such request, including the details of the budgetary changes, which are explained in the Memorandum dated February 24, 2020, found at pages 41-42 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that JMAA's Staff is authorized to amend the Fiscal Year 2020 Operating and Maintenance ("O&M") Budget; and

**IT IS, THEREFORE, FURTHER RESOLVED** that the amendments will include an increase in the O&M Budget, due to operational changes and business needs and expenses, and funding realignments guided by JMAA's Staff; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such request, including the details of the budgetary changes, are explained in the Memorandum dated February 24, 2020, found at pages 41-42 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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**B. Construction Projects**

1. *International Drive Rehabilitation Project, JAN: Authorization to Award a Professional Services Contract for Construction Services to APAC-Mississippi, Inc.....Page 43*

**RESOLUTION CY-2020-38**

**RESOLUTION: (I) FINDING THE BID OF APAC-MISSISSIPPI IN THE AMOUNT OF \$963,031.99 IS THE LOWEST MOST RESPONSIVE AND RESPONSIBLE BID; AND (II) AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY'S STAFF TO NEGOTIATE AN AGREEMENT WITH APAC-MISSISSIPPI, AND AFTER REVIEW BY JMAA'S LEGAL COUNSEL, TO ENTER INTO AN AGREEMENT WITH APAC-MISSISSIPPI**

Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority's ("JMAA") Staff to: (i) find the bid of APAC-Mississippi, Inc, ("APAC") in the amount of \$963,931.99 to be the lowest most responsive and responsible bid, and (ii) to negotiate an agreement with APAC and, after review by Legal Counsel for JMAA, to enter into an agreement with APAC; and

**WHEREAS**, on January 14, 2019, JMAA received two (2) bids in connection with the International Drive Rehabilitation project at Jackson-Medgar Wiley Evers International Airport ("JAN") and the bids were reviewed by Staff and the project engineer, Michael Baker, Inc. ("Michael Baker"), for accuracy and completeness; and

**WHEREAS**, it is both Staff and Michael Baker's recommendation to find that the bid of APAC is the lowest most responsive and responsible bid; and

**WHEREAS**, APAC will be supported by the following Certified Disadvantaged Business Enterprises ("DBEs"): Simmons Erosion Control, Inc., to perform removal of concrete, fencing, cutting, and mobilization services; Kelly Roadbuilders, Inc, to perform milling and mobilization services; Road-Pro Safety, Inc., to perform signage and barricades services; and MS Paving, to perform Asphalt, Maintenance of Traffic and Mobilization Services, and said DBEs will provide support at a DBE participation level of approximately 28.58% of the amount of the agreement; and

**WHEREAS**, of the total amount of the agreement paid to APAC, Simmons Erosion Control, Inc. shall be paid 5.33%; Kelly Roadbuilders, Inc. shall be paid 5.33%; Road-Pro Safety, Inc. shall be paid 1.20%; and MS Paving shall be paid 16.72%; and

**WHEREAS**, the Board finds that such requests, which are explained in the Memorandum dated February 24, 2020, found at pages 43-46 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that after reviewing the bids for accuracy and completeness, it is the recommendation of Staff and Michael Baker to find the bid to APAC to be the lowest most responsive and responsible bid; and

**IT IS, THEREFORE, FURTHER, RESOLVED** that the Board: (i) finds the bid of APAC-Mississippi, Inc, (“APAC”) in the amount of \$963,931.99 to be the lowest most responsive and responsible bid; and (ii) JMAA’s Staff is authorized to negotiate an agreement with APAC, and after review by JMAA’s Legal Counsel, enter into an agreement with APAC; and

**IT IS, THEREFORE, FURTHER RESOLVED** that APAC will be supported by the following Certified Disadvantaged Business Enterprise (“DBE”): Simmons Erosion Control, Inc., and to perform removal of concrete, fencing, cutting, and mobilization services; Kelly Roadbuilders, Inc, to perform milling and mobilization services; Road-Pro Safety, Inc, to perform signage and barricades services; and MS Paving, to perform Asphalt, Maintenance of Traffic and Mobilization Services, and said DBEs will provide support at a DBE participation level of approximately 28.58% of the amount of the agreement; and

**IT IS, THEREFORE, FURTHER RESOLVED** that of the total amount of the agreement paid to APAC, Simmons Erosion Control, Inc. shall be paid 5.33%; Kelly Roadbuilders, Inc. shall be paid 5.33%; Road-Pro Safety, Inc. shall be paid 1.20%; and MS Paving shall be paid 16.72%; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such requests are fully explained in the Memorandum dated February 24, 2020, found at pages 43-46 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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**C. Procurements**

None.

**D. Service Agreements**

None.

**E. Grants**

None.

**F. Other Matters**

1. *South Hangar Lease Agreement, HKS: Authorization to: (i) Execute a Lease Agreement for the South Hangar Space for Business Operations for Seven (7) Months to Provide Air Medical Services Throughout the State of Mississippi PHI Health, LLC).....Page 47*

**RESOLUTION CY-2020-39**

**RESOLUTION AUTHORIZING STAFF TO NEGOTIATE A LEASE AGREEMENT WITH PHI HEALTH LLC AND EXECUTE, AFTER REVIEW BY JMAA’S LEGAL COUNSEL, A LEASE AGREEMENT WITH PHI HEALTH, LLC FOR HANGAR SPACE AT HAWKINS FIELD AIRPORT**

Upon motion by Vice-Chairman Martin, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority’s (“JMAA”) Staff for authority to, negotiate a lease agreement with PHI Health LLC (“PHI”) and, after review by JMAA’s Legal Counsel, execute a Lease Agreement (“Agreement”), with PHI for seven (7) months of the vacant hangar space on the South Ramp at the Hawkins Field Airport; and

**WHEREAS**, PHI is an Arizona limited liability company with a principal place of business in Phoenix, Arizona, and it is licensed to do business in Mississippi with the Mississippi Secretary of State that currently operates four (4) traditional helicopter-bases in Mississippi; and

**WHEREAS**, the Board finds that such request, which is explained in the Memorandum dated February 24, 2020, found at pages 47-48 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that JMAA’s Staff is authorized to, negotiate; a lease agreement with PHI and, after review by JMAA’s Legal Counsel, execute a Lease Agreement (“Agreement”), with PHI for seven (7) months of the vacant hangar space on the South Ramp at the Hawkins Field Airport; and

**IT IS, THEREFORE, FURTHER RESOLVED** that such request is fully explained in the Memorandum dated February 24, 2020, found at pages 47-48 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright  
Nays: None  
Abstentions: None

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2. *Aircraft Recovery Operations Memorandum of Agreement, JAN: Approval to Enter Into A Memorandum of Agreement For Recovery Operations With*



In response to Commissioner LTC(R) Wright’s inquiry, Will Dickson, JMAA’s Director of Public Safety and Operations, informed the Board the following:

- (a) if any of the Air National Guard aircraft stalls or stops on the runway at Jackson-Medgar Wiley Evers International Airport (“JAN”), it will be moved to the Air National Guards’ hangar;
- (b) if a private aircraft stalls or stops on the runway, it will relocate to an area that allows for the airspace to be reopened;
- (c) if the aircraft is another military aircraft the National Guard would consult with the owner of the aircraft;
- (d) if a civilian aircraft is removed from the runway, it will be relocated to a location that allows the runway to reopen.

The owner of the aircraft would be responsible for said aircraft, as well as any charges associated with the relocation, etc. of the aircraft.

**RESOLUTION CY-2020-40**

**RESOLUTION APPROVING, AFTER REVIEW BY JMAA’S LEGAL COUNSEL, JMAA TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN THE MISSISSIPPI AIR NATIONAL GUARD TO ESTABLISH ARO PROCEDURES**

Upon motion by Vice-Chairman Martin, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board has considered the request of Jackson Municipal Airport Authority (“JMAA”) Staff for approval, after review by legal counsel of JMAA, to enter into a Memorandum of Agreement (“MOA”) between the Mississippi Air National Guard 172<sup>nd</sup> Airlift Wing and JMAA for Aircraft Recovery Operations (“ARO”) at the Jackson-Medgar Wiley Evers International Airport (“JAN”); and

**WHEREAS**, the MOA will establish ARO procedures for disabled, damaged, or crashed aircraft operated by the United States Air Force (“Air Force”) or other United States Military Branches/United States Governmental Entities/State Governments Entities/Commercial and Cargo Air Carrier(s)/Civilians (“Non-Air Force Operators”); and

**WHEREAS**, the Board finds that such request, which is explained in the Memorandum dated February 24, 2020, found at pages 49-50 of the Meeting Packet, ought to be granted.

**IT IS, THEREFORE, RESOLVED** that Staff, after review by JMAA’s Legal Counsel, is

approved enter into a Memorandum of Agreement (“MOA”) between the Mississippi Air National Guard 172nd Airlift Wing and JMAA for Aircraft Recovery Operations (“ARO”) at the Jackson-Medgar Wiley Evers International Airport (“JAN”); and

**IT IS, THEREFORE, FURTHER RESOLVED** that the MOA will establish ARO procedures for disabled, damaged, or crashed aircraft operated by the United States Air Force (“Air Force”) or other United States Military Branches/United States Governmental Entities/State Governments Entities/Commercial and Cargo Air Carrier(s)/Civilians (“Non-Air Force Operators”); and

**IT IS, THEREFORE, FURTHER RESOLVED** that such request is fully explained in the Memorandum dated February 24, 2020, found at pages 49-50 of the Meeting Packet.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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**G. New Business**

**OPEN SESSION**

The Board, pursuant to the motion of Commissioner Pastor Henley, seconded by Vice-Chairman Martin, by a unanimous vote, resolved to close the Meeting. Chairman Harris asked all, except Mr. Paul A. Brown, CEO, and attorneys from Walker Group, PC, to vacate the room.

All present, with the exception noted, were directed to vacate the room; this was done.

The Board went into Closed Session at 4:16 p.m.

**CLOSED SESSION**

After discussion regarding matters proposed to be discussed in Executive Session, Commissioner Pastor Henley moved that the Board enter Executive Session to consider: potential litigation as to a contract matter; potential litigation regarding a construction matter; a personnel matter regarding an incumbent employee; a personnel matter regarding an incumbent employee; a personnel matter regarding classification of employees; and a personnel matter regarding a prospective employee. Vice-Chairman Martin seconded the motion, and the Commissioners unanimously resolved to enter Executive Session for the stated purposes.

The Closed Session ended at 4:18 p.m.

## **OPEN SESSION**

Chairman Harris then invited all persons outside the room to re-enter, and some did. Chairman Harris then stated in Open Session that the Board, during Closed Session, voted to enter Executive Session to discuss: potential litigation as to a contract matter; potential litigation regarding a construction matter; a personnel matter regarding an incumbent employee; a personnel matter regarding an incumbent employee; a personnel matter regarding classification of employees; and a personnel matter regarding a prospective management-level employee. Further, she stated that Commissioner Pastor Henley made the motion to go into Executive Session, and Vice-Chairman Martin seconded the motion. Continuing, she said the Commissioners unanimously resolved to enter Executive Session for the stated purpose.

Chairman Harris asked all present, except for Mr. Paul A. Brown, CEO, and attorneys from Walker Group, PC, to vacate the room.

The Board went into Executive Session at 4:19 p.m.

## **EXECUTIVE SESSION**

During the Executive Session, the Board discussed: potential litigation as to a contract matter; potential litigation regarding a construction matter; a personnel matter regarding an incumbent employee; a personnel matter regarding an incumbent employee; a personnel matter regarding classification of employees; and a personnel matter regarding a prospective management employee.

***1. The Board took no action as to potential litigation regarding a contract matter.***

Mr. Darryl Cousin, JMAA's Shoe Shine Consultant, entered the Executive Session at 4:19 p.m. and exited at 4:51 p.m.

***2. The Board took no action as to the potential litigation regarding construction matter.***

***3. The Board took no action as to the personnel matter regarding an incumbent employee.***

Mr. Michael Gater, Director of Human Resources and Administration and Interim Chief Administrative Officer, Mr. Chad Parker, Director of Procurement, and Ms. Kathy Hughes, Interim Chief Financial Officer, entered the Executive Session at 5:10 p.m. and exited at 5:28 p.m.

***4. The Board took the following action as to a personnel matter regarding an incumbent employee.***

### **RESOLUTION CY-2020-41**

### **RESOLUTION AS TO A PERSONNEL MATTER REGARDING AN INCUMBENT EMPLOYEE**

Upon Motion by Vice-Chairman Martin, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made and unanimously approved.

**WHEREAS**, the JMAA Board of Commissioners considered the recommendation of Staff of Jackson Municipal Airport Authority (“JMAA”) as to an incumbent employee as specified during Executive Session.

**IT IS, THEREFORE, RESOLVED** that JMAA’s Staff is authorized to take action as specified during Executive Session as to an incumbent employee.

Yeas: Harris, Henley, Martin, Wright  
Nays: None  
Abstentions: None

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5. *The Board took the following action as to a personnel matter regarding the classification of employees.*

**RESOLUTION CY-2020-42**

**RESOLUTION ADOPTING THE UPDATED ORGANIZATIONAL CHART FOR THE JACKSON MUNICIPAL AIRPORT AUTHORITY**

Upon Motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and unanimously approved.

**WHEREAS**, the Jackson Municipal Airport Authority (“JMAA”) previously adopted an Organizational Chart for JMAA; and

**WHEREAS**, Mr. Paul A. Brown, CEO, recommended updating and amending JMAA’s current Organizational Chart for JMAA to operate more efficiently, effectively, and expeditiously; and

**WHEREAS**, the Board of Commissioners of JMAA reviewed and studied the proposed updated and amended Organizational Chart, a copy of which is attached to this Resolution as Exhibit 1, and the Board finds that said proposed amended Organizational Chart should be adopted and implemented as the Organizational Chart for JMAA.

**IT IS, THEREFORE, RESOLVED** that the Board approves the proposed updated and amended Organizational Chart, a copy of which is attached as Exhibit 1 to this Resolution, as the Organizational Chart for the Jackson Municipal Airport Authority and authorizes the use and implementation of said updated and amended Organizational Chart upon adoption of this resolution.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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6. *The Board took the following action as to a personnel matter regarding a prospective, management-level employee.*

#### **RESOLUTION CY-2020-43**

#### **RESOLUTION REGARDING A PROSPECTIVE, MANAGEMENT-LEVEL EMPLOYEE**

Upon motion by Commissioner LTC(R) Wright, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made and approved by a unanimous vote.

**WHEREAS**, the Board considered and discussed the information provided by Staff of Jackson Municipal Airport Authority (“JMAA”) as to a prospective, management-level position during the Executive Session; and

**IT IS, THEREFORE, RESOLVED** that the Board authorizes JMAA’s CEO to offer employment to a prospective, management-level employee identified during Executive Session for a management-level position with the benefit and compensation package specified during Executive Session.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, and unanimous approval of the Commissioners present, the Executive Session ended at 5:55 p.m.

#### **OPEN SESSION**

Open Session reconvened at 6:00 p.m.

All persons outside the room were invited to rejoin the Meeting in open session, and some persons present outside the room re-entered.

Chairman Harris announced that the Meeting was open. She then announced that during Executive Session, the above-stated actions were taken as to: a personnel matter regarding an incumbent

employee, a personnel matter regarding classification of employees, and a personnel matter regarding a prospective employee. She also announced that no action was taken as to: potential litigation as to a contract matter, potential litigation regarding a construction matter, and a personnel matter regarding an incumbent employee.

The Board then considered the below topics and resolved the Resolutions set forth below.

*1. Early Issue*

**RESOLUTION CY-2020-44**

**RESOLUTION AMENDING THE CLAIMS DOCKET FOR THE MONTH AND PERIOD ENDING JANUARY 31, 2020 TO INCLUDE THE FOLLOWING PAYMENTS: (I) \$1,400.03 TO CENTERPOINT ENERGY; (II) \$55,161.26 TO ENTERGY OF MISSISSIPPI; AND (III) \$86.37 TO SOUTHERN TELECOMMUNICATION.**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-0-1.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed the claims of: (i) Centerpoint Energy for \$1,400.03; (ii) Entergy of Mississippi for \$55,161.26; and (iii) Southern Telecommunication for \$86.34, and considered adding them to the Authority's Claims Docket for the month and period ending January 31, 2020, which is included in the Packet at pages 36-40, and was distributed to the Board prior to the February 24, 2020 Regular Board Meeting; and

**WHEREAS**, the Board of Commissioners desires to amend the Claims Docket, by including the claims of: (i) Centerpoint Energy for \$1,400.03; (ii) Entergy of Mississippi for \$55,161.26; and (iii) Southern Telecommunication for \$86.37 on the Authority's Claims Docket for the month and period ending January 31, 2020.

**IT IS, THEREFORE, RESOLVED** that the Claims Docket for the month and period ending January 31, 2020, is amended to include payments to (i) Centerpoint Energy for \$1,400.03; (ii) Entergy of Mississippi for \$55,161.26; and (iii) Southern Telecommunication for \$86.34.

Yeas: Harris, Martin, Wright

Nays: None

Abstentions: Henley

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*2. Claims Docket*

**RESOLUTION CY-2020-45**

**RESOLUTION APPROVING THE AMENDED CLAIMS DOCKET FOR THE MONTH AND PERIOD ENDING JANUARY 31, 2020**

Upon motion by Vice-Chairman Martin, seconded by Commissioner LTC(R) Wright, the following **RESOLUTION** was made and approved by a majority vote 3-0-1.

**WHEREAS**, the Board of Commissioners (the "Board") of the Jackson Municipal Airport Authority (the "Authority") reviewed and considered the Authority's Claims Docket ("Claims") for the month and period ending January 31, 2020, of which was included in the Packet, at pages 36-40 and distributed to the Board prior to the February 24, 2020 Regular Board Meeting which was amended by Resolution CY-2020-44 to include the claims in the total amount of \$56,647.66 regarding claims of Centerpoint Energy for \$1,400.03, Entergy of Mississippi for \$55,161.26; and Southern Telecommunication for \$86.34.

**IT IS, THEREFORE, RESOLVED** that the Board hereby authorizes payment of Claims in the amount of \$1,049,254.14 pursuant to the Amended Claims Docket for the month and period ending January 31, 2020.

Yeas: Harris, Martin, Wright

Nays: None

Abstentions: Henley

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**3. *Agreement with Darrell Cousins DBA the Shoe Shine Doctor***

**RESOLUTION CY-2020-46**

**RESOLUTIONS AUTHORIZING JACKSON MUNICIPAL AIRPORT AUTHORITY STAFF TO NEGOTIATE AND EXECUTE, AFTER REVIEW BY JMAA'S LEGAL COUNSEL, AN AGREEMENT WITH DARRELL COUSINS DBA THE SHOE SHINE DOCTOR**

Upon motion by Commissioner Pastor Henley, seconded by Vice-Chairman Martin, the following **RESOLUTION** was made in approved by a unanimous vote.

**WHEREAS**, the JMAA Board of Commissioners (the ("Board")) desires to enter an agreement with Darrell Cousins DBA The Shoe Shine Doctor to provide shoe shine services at Jackson-Medgar Wiley Evers International Airport; and

**WHEREAS**, the Board considered the discussions between Mr. Cousins, the Commissioners, and Mr. Paul A. Brown, CEO; and

**WHEREAS**, the Board will authorize Staff to negotiate and execute, after review by JMAA’s Legal Counsel, an agreement with Cousins DBA The Shoe Shine Doctor to provide shoe shine services at the Jackson-Medgar Wiley Evers International Airport.

**IT IS, THEREFORE, FURTHER RESOLVED** that JMAA’s Board authorizes JMAA Staff to negotiate and execute, after review by JMAA’s Legal Counsel, an agreement with Cousins DBA The Shoe Shine Doctor to provide shoe shine services at the Jackson-Medgar Wiley Evers International Airport.

Yeas: Harris, Henley, Martin, Wright

Nays: None

Abstentions: None

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**4. *Vice-Chairman Martin Vehicle Travel.***

**RESOLUTION CY-2020-47**

**RESOLUTION APPROVING STAFF OF THE JACKSON MUNICIPAL AIRPORT AUTHORITY (“JMAA”) TO REIMBURSE VICE-CHAIRMAN ROBERT E. MARTIN FOR TRAVEL TO APPROVED SEMINARS**

Upon motion by Commissioner LTC(R) Wright, seconded by Commissioner Pastor Henley, the following **RESOLUTION** was made in approved by a Majority vote 3-0-1.

**WHEREAS**, the Board of Commissioners (“Board”) of the Jackson Municipal Airport Authority (“JMAA”) finds that it was medically necessary for Vice-Chairman Martin to travel by motor vehicle, instead of commercial airlines, to attend approved seminars in Las Vegas, Nevada, during the period February 11-14, 2020, and Reno, Nevada during the period February 19-21, 2020; and

**WHEREAS**, the Board finds that Vice-Chairman Martin is entitled to receive the full amount of vehicle mileage reimbursement for his previously described travel despite said amount exceeding the cost of travel by commercial airline to the locations of the seminars attended by Vice-Chairman Martin.

**IT IS, THEREFORE, RESOLVED** that JMAA’s Staff shall reimburse Vice-Chairman Martin for the full amount of his vehicle mileage as to his travel to the approved seminars in Las Vegas, Nevada, during the period February 11-14, 2020, and Reno, Nevada, February 19-21, 2020.

Yeas: Harris, Martin, Wright

Nays: None

Abstentions: Henley



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**VIII. ADJOURNMENT**

Thereafter, it was moved by Commissioners Pastor Henley, seconded by Vice-Chairman Martin, and resolved by a unanimous vote, that the meeting of the Board was ADJOURNED at 6:09 p.m.

Respectfully submitted,

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Ms. LaWanda D. Harris, Commissioner, and Chairman

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Mr. Robert. E. Martin, Commissioner, and Vice-Chairman

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Pastor James L. Henley, Jr., Commissioner

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LTC(R) Lucius Wright, Commissioner