



METROPOLITAN TOPEKA AIRPORT AUTHORITY  
 TOPEKA REGIONAL | BILLARD AIRPORT  
 AIRPORT & BUSINESS CENTER

**Board of Directors**

**Metropolitan Topeka Airport Authority  
 April 11, 2023**

**Special Meeting conducted via ZOOM..... 4:00 PM**

Chairwoman Stubbs brought the special meeting of the MTAA Board of Directors to order at 4:00 PM with Board members participating in the ZOOM meeting as follows: Brian Armstrong, Sam Sutton and Mike Munson. Also identified as attending via ZOOM were:

- Timothy Resner of Frieden & Forbes, LP – Legal Counsel to the Board

Staff members in attendance:

- Eric Johnson
- Cheryl Trobough
- Don Loyd

**Item 1. Notice.**

Chairwoman Stubbs inquired if everyone who requested notification had been notified of this meeting. **Ms. Trobough replied that notifications were sent.**

**Item 2. Adopt the Agenda.**

Chairwoman Stubbs stated that there was an item to be added to the agenda as Item 4 to consider the quote for asbestos abatement at Hangar 603.

**Mr. Munson made a motion to amend the Agenda to include Item 4. Consider Approval of Quote Regarding Asbestos Abatement at 6930 SE Ross St. (Hangar 603). Mr. Armstrong seconded the motion. Motion carried.**

**Mr. Munson made a motion to adopt the Agenda as amended. Mr. Armstrong seconded the motion. Motion carried.**

**Item 3. Consider Award of Hangar 603 Siding Project to JB Turner & Sons Roofing & Sheet Metal.**

Mr. Johnson stated that Hangar 603 is a 14,754-sf hangar located along the flightline, South of the airport terminal building. It has the original siding and windows and is in need of repair. The MTAA has stored snow removal equipment in the hangar for the previous 15 years to keep it out of the weather, but a potential tenant is showing interest in leasing the hangar for aircraft storage.

JB Turner and Sons Roofing and Sheet Metal (JBT) was contacted to provide a quote for the replacement of the exterior siding. JBT has Sierra Tan, 24ga Berridge M-Panel metal siding material, originally intended for a different project, in stock and available immediately at a cost of \$165,923.00 for material and labor. This price includes installation of R-13 insulation between the structural steel and the new siding.

In accordance with the MTAA Bid Policy, as approved by the Board of Directors, an advertisement of a sealed-bid process would typically be required for an expenditure of this magnitude. However, as stated in Section II, 5.C. of the policy, sealed competitive bids shall not be required when an emergency requires immediate delivery of supplies, materials or equipment, or immediate performance of services.

The MTAA has an immediate / emergent need for this project in order to accommodate the needs of an important aviation tenant. JBT has the materials immediately available which will satisfy this need. The best interest of the MTAA and the tenant justifies taking exception to the MTAA bid policy to move forward with this project.

Mr. Johnson recommended the Board accept the quote of \$165,923.00 as provided by JB Turner and Sons Roofing and Sheet Metal.

**Mr. Munson made a motion to accept the Hangar 603 siding project quote as provided by JB Turner and Sons Roofing and Sheet Metal at a cost of One Hundred Sixty-Five Thousand Nine Hundred Twenty-three Dollars and No Cents. (\$165,923.00). Mr. Armstrong seconded the motion. Motion carried.**

**Item 4. Consider Approval of Quote Regarding Asbestos Abatement at 6930 SE Ross St. (Hangar 603).**

Mr. Johnson reported that prior to renovation of the hangar, an inspection of the property was completed to determine if asbestos abatement would be necessary. Jacobson Asbestos Company identified asbestos in the boiler room and on pipes throughout the interior of the hangar. Asbestos material was also identified in the tile and mastic glue on the floor of the old office spaces.

It is MTAA practice to remove asbestos materials in buildings prior to leasing them. Jacobson Asbestos Company provided a quote of \$36,600.00 for the preparation, removal, disposal of the asbestos materials. The quote also includes OSHA compliant air monitoring in the structure, leaving the hangar safe for remodeling.

**Mr. Armstrong made a motion to accept the Jacobson Asbestos Company quote for asbestos abatement in Hangar 603 at a cost not to exceed Thirty-Six Thousand Six Hundred Dollars and No Cents (\$36,600.00). Mr. Sutton seconded the motion. Motion carried.**

**Adjournment**

Having no further business to discuss, Chairwoman Stubbs asked for a motion to adjourn the meeting. **Mr. Munson made the motion to adjourn. Mr. Armstrong seconded the motion and the meeting was adjourned at 4:20 p.m.**

These official minutes were approved by the Board of Directors on May 16, 2023.

  
Samuel W. Sutton, Secretary