

Dr. John Dorsett, Chair  
Michael Bainum, Board Member  
Elton Haynes, Board Member  
Jerry Bell, Board Member  
Steve Brannon, Board Member  
Dr. Johnny Haley, Board Member  
Mike Buoy, Board Member

Mark Fletcher, Streets Director  
Lisa Phillips, Admin. Asst.



**NOTICE OF TELECONFERENCE  
MEETING  
AIRPORT ADVISORY BOARD  
September 15, 2020  
5:30 P.M.  
City Council Chambers  
504 N. Queen Street  
Palestine, Texas**

Notice is hereby given in accordance with Order of the Governor issued March 16, 2020, the Airport Advisory Board will conduct its meeting by telephone/video conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of COVID-19. There will be public access to the location described above. All attendees are required to wear a mask or face covering.

**Zoom Link:**

<https://us02web.zoom.us/j/89422516349?pwd=NGlXcUFCMUtJY0c5YVRlelhrVlliQT09>

Meeting ID: 894 2251 6349  
Passcode: 895530

One tap mobile  
+13462487799,,89422516349#,,,,,0#,,895530# US

*Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands \*6 for toggling mute/unmute and \*9 to "raise your hand." [Learn more here.](#)*

Follow us live at: [facebook.com/palestinetx/](https://www.facebook.com/palestinetx/)

The public will be permitted to submit public comments electronically as provided by the agenda and as permitted by the presiding officer during the meeting.

- A. **CALL TO ORDER**
- B. **PROPOSED CHANGES OF AGENDA ITEMS**
- C. **PUBLIC COMMENTS**  
Members of the public may submit their comments by completing the required Request to Speak form by using the weblink below. All comments submitted by 5:00 p.m., the day of the meeting will be read during the meeting. All comments must be no more than five minutes in length.  
<http://cityofpalestinetx.com/government/city-secretary/policies-forms/request-to-speak/>
- D. **CONFLICT OF INTEREST DISCLOSURES**
- G. **DISCUSSION AND ACTION ITEMS**
  - 1. Discussion and possible action to re-pave the airport runway.

2. Discussion and possible action regarding a month-to-month payment basis for DBT Transportation AWOS Maintenance Contract.
3. Discussion and possible action concerning Airport Statistics to include Fuel Report, repairs needed, and flights in and out of the airport by Gaylon Addkison, Airport FBO.
4. Discussion and possible action regarding the contract for AWOS replacement.
5. Discussion and possible action to decommission the non-directional beacon.

H. **ADJOURNMENT**

I certify that the above Notice of Meeting was posted on the outdoor bulletin board at the main entrance to City Hall, 504 N. Queen Street, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on **Friday, September 11, 2020, at 3:00 p.m.**

A handwritten signature in blue ink, appearing to read "Teresa Herrera", is written over a horizontal line.

Teresa Herrera, City Secretary

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA) PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT [therrera@palestine-tx.org](mailto:therrera@palestine-tx.org) or 903-731-8414.



Agenda Date: 09/15/2020  
To: Airport Advisory Board  
From: Lisa Phillips, Public Works Admin  
Agenda Item: Discussion and Update of re-paving runways  
Date Submitted: 09/11/2020

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**SUMMARY:**

Discuss and consider re-paving airport runway.

**RECOMMENDED ACTION:**

1. Bob Thurber, Engineer with KSA Engineering, will visit Palestine Municipal Airport on September 17, 2020 at 10:00 a.m. to evaluate condition of the runway, as well as discuss options available.
2. Quote is attached from TBI Solutions for re-paving the runway.

**CITY MANAGER APPROVAL:**

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**Attachments**

TBI Solutions Quote

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August 25, 2020

## QUOTE

for Palestine, TX Airport Runway Asphalt Rejuvenation with CPR, a FAA Approved Product

*Note: TBI Solutions, LLC is the sole source in Texas for product and application.*

### **BACKGROUND:**

FAA INFORMATION EFFECTIVE 13 AUGUST 2016

Runway 18/36

Dimensions: 5005 ft. x 100 ft.

Total Sq. Ft.: 500,500

Surface Asphalt: In Excellent Condition

Markings: In Good Condition

18 AUGUST 2020 ON-SITE INSPECTION

Runway 18/36

Dimensions: 5005 ft. x 100 ft.

Total Sq. Ft.: 500,500

Surface Asphalt: In Poor Condition

### **INSPECTION CONCLUSIONS**

The following state of the runway's condition were examined by Nelson Thibodeaux, Managing Member, TBI Solutions, LLC. TBI Solutions, LLC is the sole source for HydroLabs CPR Asphalt Rejuvenation in Texas, Oklahoma, Louisiana, and Arkansas. Nelson Thibodeaux was joined by members of Palestine Public Works, as well as Mark Fletcher.

### **RUNWAY 18/36**

It is understood that this runway has a two-inch (2") overlay applied approximately three (3) years ago. It is currently graded as "poor" condition. The current surface asphalt is in "poor" condition as a result of the following observations.

### **OBSERVATION CONCERNING OVERLAY**

It is apparent the overlay has been compromised by radiating cracking originating from the "asphalt overlay." This often happens when a tact coat has not been adequately utilized to fuse the two asphalts (old and new) to minimize radiating cracking from penetrating from the underlying asphalt. While it is obvious some efforts to "crack seal" have been made, at some point; the desired results to seal and fuse

these cracks have not been achieved. Cracking will continue and without treatment and will become more cumbersome from water flowing into the open cracks from both topical water and sub-topical trapped water underneath enlarging cracks to an unacceptable surface.

#### **PROCEDURES PRIOR TO FINAL REJUVENATION, REPAIRS AND STRIPING**

1. Corrective measures will require significant efforts to clean out the cracked areas and initiate efforts to, at minimum, reduce the water penetration into the existing cracks. This will be done in a three (3) step process.
  - Cleaning and vacuuming of the cracks to remove the current debris.
  - Applying CPR Rejuvenation to seal the bottom of the cracks.
  - Apply a hot crack seal that will harden and reduce any further substantial cracking topically.
2. While some level of crack seal was previously applied, it has clearly been compromised by evidence of technique in application and/or product selection – cold vs hot crack seal. As indicated by 90% of cracks with small stone pebbles that have co-migrated in the cracks. Most likely this has occurred partly from water forcing up from below, as well as topical.
3. The numerous cracks will need a proper technique of hot crack seal to harden and create a barrier. Some cracks literally are still soft to the touch – years after being applied. Failure to address these cracks will lead to larger openings and finally, a likely compromising of the asphalt into alligator cracking.
4. The significant out cropping of grass on the runway itself, versus only the parameters, is another troubling issue that will require a removal of grass and watertight overlay (CPR) on the runways. The grass requires treating topically. TBI Solutions, LLC suggest the City of Palestine implement spraying grass areas to kill the grass so it can be removed from the cracks. CPR Rejuvenation will seal areas where grass has been removed.
5. The cracking of paint and in turn drying of asphalt immediately beneath the striping is not because of normal wearing on the paint striping. An examination would indicate that a “striping graded paint” was not utilized on these runways. In fact, the condition of the paint is so bad, it appears to have caused multiple cracking issues where painted and is pulling up underlying asphalt. Options to correct the painted areas and the unraveling of asphalt - sand *blasting or power washing, but is likely not only to remove the paint, it will likely cause undesired peeling of asphalt.* Therefore, these painted areas will be treated with a polymeric black sand (to bond cracked areas), then covered with airport grade Latex-Ite, as a topical preservative, followed by CPR Rejuvenation and then fresh airport grade paint to replace the existing areas that are peeling off the asphalt, along with the asphalt in some areas.

#### **PROCEDURAL STEPS OF REJUVENATION OF 18/36**

1. Runway 18/36 will be vacuumed with a professional vacuum capable of removing small and large aggregate. Time to complete is eight (8) hours. This includes cracks in asphalt to remove all debris and grass.
2. Areas impacted by sub-par paint markings shall be prepared with polymeric black sand to merge alligator cracking exacerbated by previously applied inappropriate marking paint to merge and bind area, followed with an airport grade Latex-Ite sealer application. Time to complete is ten (10) hours.
3. Application of CPR Rejuvenation will be applied to the entire prepared area of 18/36, including sealing into and over the multitude of various cracks. This first pass of CPR will penetrate the open cracks and provide a subterranean barrier to future ground water penetration of the cracks.

Runway 18/36 will have the FAA 632 approved CPR, 3-emulsion, rejuvenator applied to the entire runway by a computerized DESCO 200 unit. Time to complete is two (2) days plus a twenty-four (24) hour cure time.

4. Following the cure time, hot crack seal will be utilized on all surface cracks, therefore providing a surface seal, as well as the earlier ground seal.
5. Start to finish is anticipated to be six (6) days, barring any rain during the period that could cause additional delays.
6. TBI will transport and provide CPR, paint, hot crack seal and polymeric black sand. The process will require approximately 3,300 gallons of CPR to be transferred and QC from the Pennsylvania plant.

The fresh CPR product will be shipped via two hundred seventy-five (275) gallon totes (Each with 250 gallons of product) for an estimated fifteen (15) total totes. TBI Solutions, LLC request assistance from the City of Palestine to provide a forklift or front-end loader for unloading the materials onto the airport apron. After completion of the job, TBI Solutions, LLC will leave the empty totes for city disposal or alternative utilization. Further, will request assistance to load any remaining totes to be transported back to office of TBI Solutions, LLC.

#### ***FOUR YEAR WARRANTY***

TBI Solutions, LLC dba Asphalt Restore Corps is certified by CPR, warrants that from the date CPR Rejuvenator is applied and for a period of four (4) years thereafter, Rejuvenator will not flake, peel, chip or spall or the Contractor will reapply Rejuvenator as necessary. Further the Contractor will warrant the treated surface to be fuel resistant and remain fuel resistant for a minimum period of four (4) years after the date of application. This guarantee shall be effective only if major spills are cleaned up as per FAA regulations. *Note: Actual extended life span of asphalt is expected from 5 to 7 years.*

The Owner has the right to test any of all sections treated. Should the Owner desire testing to be performed, Owner must notify the Contractor of the intent to test prior to the Contractor's application of Rejuvenator. Core samples must be taken by the customer prior to Rejuvenator treatment on a controlled section at least six ft. by six ft. wide will remain untreated. All testing will be at customer's expense at certified laboratories. Testing must be performed between ninety (90) days and one (1) year after date of application.

Further, the Contractor will provide free on-site inspection of the treated pavement at scheduled intervals commencing one hundred twenty (120) days following the date of one year after date of the application,

and or within forty-five (45) days, if notified by customer of a suspected failure. Any defect due to failure of the Rejuvenator will be repaired at no cost.

#### **WARRANTY TERMINOLOGY EXPLANATION**

A functional failure of the sealer refers to a situation where the sealer is no longer able to accomplish its primary function. In this case it is the characteristic of the sealer to form cracks in the sealer itself. This type of cracking begins in the surface layer and cracking is characterized initially by its appearance as fine hair-line cracking (micro) cracks that are short in length. It is generally believed to be caused by the difference in the expansion /contraction capability of the sealer and the asphalt, which occurs due to the difference between hot summer day and cooler night temperatures.

Fuel resistance means that the treated surface can protect the asphalt from harmful effects of petroleum derived products, e.g. gasoline, kerosene, hydraulic oil, anti-freeze, and motor oil. Any significant oil product spills need to be cleaned up as soon as possible because continued exposure of asphalt to any product of that type will result in failure of the asphalt and invalidates this portion of the warranty.

Rejuvenator restores the asphalt's plasticity, or its flexibility. The rejuvenator penetrates the asphalt surface and introduces coal tar oils that will replace the oils that have been removed through oxidation. This process results in an improvement to the material properties of the top surface layer, usually considered the top one-half inch of asphalt. Accepted standard tests have yielded a body of test data which has shown significant changes in the asphalt properties.

Normal wear and tear and lightening of the sealer will eventually occur. However, snowplows, studded snow tires and chains may cause damage. Heavy sanding and the use of magnesium chloride on icy areas may re-melt the sealer and can result in premature wear. This will not affect the rejuvenator function of the product.

**QUOTE: \$170,500.00 - *Payment due within 30 days of completion.***

**SUBMITTED BY:**

*Nelson Thibodeaux*  
\_\_\_\_\_

Nelson Thibodeaux, Managing Member Signature  
TBI SOLUTIONS, LLC  
P. O. BOX 332  
COLLEYVILLE, TX 76034  
817-416-6934

August 25, 2020  
\_\_\_\_\_

Date

**ACCEPTED BY:**

\_\_\_\_\_  
City of Palestine Authorized Representative Signature  
504 N. Queen St.  
Palestine, TX 75801  
903-731-8400

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



Agenda Date: 09/15/2020  
To: Airport Advisory Board  
From: Lisa Phillips, Public Works Admin  
Agenda Item: Discuss AWOS Maintenance Contract expiring  
Date Submitted: 09/11/2020

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**SUMMARY:**

Discuss and Consider a month-to-month payment basis for DBT Transportation AWOS Maintenance Contract.

**RECOMMENDED ACTION:**

Recommend extending DBT Transportation AWOS maintenance contract on a month-to-month basis until AWOS replacement is complete. Yearly renewal rate in 2019-2020 was \$6,280.00, which amounts to approximately \$523.33 per month. The rate would remain the same while on a month-to-month payment schedule until the AWOS is replaced. The AWOS upgrade includes one-year of maintenance and NADIN data services. Attached is communication regarding the contract renewal.

**CITY MANAGER APPROVAL:**

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**Attachments**

AWOS Maintenance Contract Information

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## Lisa Phillips

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**From:** Michael Trosclair - DBT <mtrosclair@DBTTranServ.com>  
**Sent:** Friday, September 11, 2020 8:56 AM  
**To:** Lisa Phillips  
**Cc:** Mark Fletcher  
**Subject:** DBT Transportation, AWOS Maintenance & NADIN Service Renewal - Palestine Municipal Airport (PSN)

Hello Lisa, as per our conversation this morning, our current agreement for the maintenance & NADIN services on the AWOS system will be expiring on October 1<sup>st</sup>.

Rather than enter into a new agreement at this time I wanted to ask if we could proceed with invoicing at the same current rate on a month to month basis until the new AWOS system is installed at the Airport in the January timeframe?

At the time the initial year of maintenance & NADIN data services is included within the AWOS upgrade project, and we could begin a new agreement at that time.

Thank you once again Lisa, please let me know if you have any questions.



Michael Trosclair

Sales Manager

T 844.3GetDBT | C 303.330.7883 | O 970.237.3521 | F 970.237.3541

2655 Crescent Drive, Suite A-1 | Lafayette, CO 80026

[mtrosclair@DBTTranServ.com](mailto:mtrosclair@DBTTranServ.com) | [www.DBTTranServ.com](http://www.DBTTranServ.com)





Agenda Date: 09/15/2020  
To: Airport Advisory Board  
From: Lisa Phillips, Public Works Admin  
Agenda Item: Discuss and Update Airport Statistics  
Date Submitted: 09/11/2020

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**SUMMARY:**

Discuss and take action concerning Airport Statistics to include Fuel Report, repairs needed and flights in and out of the airport by Gaylon Addkison, Airport FBO

**RECOMMENDED ACTION:**

August statistics are attached.

**CITY MANAGER APPROVAL:**

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**Attachments**

August 2020 Airport Report

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**From:** Palestine Jet <[palestinejetcenter@gmail.com](mailto:palestinejetcenter@gmail.com)>

**Sent:** Tuesday, September 1, 2020 2:31 PM

**To:** Mark Fletcher <[mfletcher@palestine-tx.org](mailto:mfletcher@palestine-tx.org)>; Lisa Phillips <[pwadmin@palestine-tx.org](mailto:pwadmin@palestine-tx.org)>; Gaylon <[gaylonaddkison@yahoo.com](mailto:gaylonaddkison@yahoo.com)>

**Subject:** Aug reports

61 Piston Single Engine

4 Piston Multi Engine

22 Turbine Jet Prop

19 Jet

28 Helicopter

134 Total flights

Avgas Meter 7,554 (1,962 gallons)

Jet Meter 780,995.5 (5,264 gallons)



Agenda Date: 09/15/2020  
To: Airport Advisory Board  
From: Lisa Phillips, Public Works Admin  
Agenda Item: Discussion and Update on AWOS Replacement  
Date Submitted: 09/11/2020

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**SUMMARY:**

Contract for AWOS Replacement has been signed. DBT Transportation was awarded Bid for replacement.

The COVID-19 pandemic has resulted in handling of equipment acquisition and installs an extended processing time . This time of year is also busier than normal for AWOS replacements and new installs according to DBT Transportation.

**RECOMMENDED ACTION:**

Recommend following for AWOS acquisition by DBT Transportation. DBT indicated an install date of late December 2020 to early January 2021.

**CITY MANAGER APPROVAL:**

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Agenda Date: 09/15/2020  
To: Airport Advisory Board  
From: Lisa Phillips, Public Works Admin  
Agenda Item: Discussion and Update decommissioning of non directional beacon (NDB)  
Date Submitted: 09/11/2020

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**SUMMARY:**

Discuss and Consider decommissioning of non-directional beacon.

**RECOMMENDED ACTION:**

Recommend discussion of total decommissioning of non-directional beacon, as DBT Transportation gave an approximate fee of \$1,500.00 for a technician service call only for evaluation of possible repairs to the NDB.

**CITY MANAGER APPROVAL:**

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