

MID-WAY REGIONAL AIRPORT JOINT AIRPORT BOARD – MINUTES

A regular meeting of the Mid-Way Regional Airport Joint Airport Board will be held in the Upstairs Common Area of Mid-Way Regional Airport, 131 Airport Dr., Midlothian, Texas on Thursday, April 9, 2026 at 4:00 p.m.

Members:

Jennifer Chelwick, Chair
Nanette Paghi
Morgan Whitehead
Pete Setian
Kevin Griffin
Duke Eason

Member Absent:

Ricky Armstrong, Vice Chair

Others Present:

Sharlette Wright, Airport Manager
Dustin Deel, Director of Administrative
Services, City of Waxahachie
Clyde Melick, Assistant City Manager, City of
Midlothian
Ross Weaver, Council Representative, City of
Midlothian
Chris Wright, Council Member, City of
Waxahachie
Billie Wallace, Mayor, City of Waxahachie
Dori Lee, Assistant City Manager, City of
Midlothian
Tres Atkins, Council Representative, City of
Waxahachie
Kyle Kinatader, Midlothian A Corporation

1. Call to Order

Chair Jennifer Chelwick called the meeting to order. Miss Chelwick recognized the new Board Member Duke Eason and Dori Lee, Assistant City Manager for the City of Midlothian

2. Invocation

Kevin Griffin gave the invocation.

3. Public Comments

None.

- 4. Consent Agenda:** All matters under Consent Agenda are considered to be routine by the Airport Board and will be enacted by one motion without separate discussion. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.
- a. Consider Minutes of Meeting Scheduled March 12, 2026
 - b. Financial Report – Period Ending March 2026
 - c. Operations Report – March 2026
 - d. FBO Report on Fuel Sales – March 2026

Action:

Nanette Paghi motioned to approve the consent agenda as presented. Motion was seconded by Kevin Griffin and carried unanimously.

5. Discuss Monthly Projects Report – March 2026

Airport Manager Sharlette Wright provided a brief overview of the projects report.

- New Lease Roll Out: 2 leases in process

Pete Setian asked when the leases will be sent out and was informed the leases were emailed out March 13th. Mr. Setian is questioning when the leases are valid and is there a time limit on when they should be returned executed. Nanette Paghi felt this question should go to legal for an answer. Mr. Setian is concerned the leases are not valid and the process will have to start over.

Mr. Setian also asked about the funds that were not accounted for and how could it be overlooked. Ms. Wright explained that there was a lack of communication between the tenants and admin. It was asked to have this topic added to the next agenda.

- Pavement Project: The seal coat is complete, and the curing process has begun. The striping is scheduled for April 28 through May 3. The airport will be closed for the duration of the project.
- Self-Service Fuel Expansion: Bid opening this morning and the documents are being reviewed.
- Roof Repairs: The project has been completed and the manufacturer has inspected the installation for the warranty.
- Management Software: Data is being entered into the system. Beta testing is underway for the invoices and tenant portal.
- Gate Access: Requested new quotes with the updated options.

6. Update on Runway Rehabilitation Project – Chris Whitfield, Lochner Engineers (including scheduling, communication, safety protocols, and contractor performance)

Chris Whitfield gave a project update discussing the curing process and when the final markings will be put in place. The contractors will be staging at the airport on April 27 and start working on April 28.

Mr. Setian asked about the water seeping up from the cracks in the pavement. Mr. Whitfield explained that is normal considering the age of the pavement. Mr. Setian asked why Mid-Way was part of group Kilo. Mr. Whitfield stated that airports of all sizes were in various groupings due to TxDOT going by airports locations and not by size.

Mr. Setian asked what is an acceptable size for Foreign Object Debris (FOD). Mr. Whitfield stated he did not know but explained as soon as they were notified the Contractors made every effort to get it removed.

7. Discuss the Role of the Airport Board Members

Assistant City Manager, Clyde Melick explained the role of the Airport Board Members. Mr. Melick reviewed the Mid-Way Airport Joint Airport Board Agreement.

8. Adjourn

The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Sharlette Wright, Airport Manager