

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF MEETING OF
MARCH 17, 2004**

The regular monthly meeting of the CCAAA was held on March 17, 2004, at the Terminal Building Conference Room. Members Present: Tracy Eure, Chair, David Messina, Bob Kohler, and Lewis Babb, Sr. Absent: Jerry Old, Tom Brady, and Richard Turner. Also present: Commissioner Paul Martin and County Manager Dan Scanlon. Guests: Ed Ish and Monty Monta.

1. **Call to Order** – Chairman Eure called the meeting to order at 7:00 PM and called the roll.
2. **Additions or Deletions to the Agenda** – There were none.
3. **Approval of Minutes** – There was a motion and second to approve the minutes of the February 4, 2004, meeting as submitted. The minutes were approved.
4. **Fuel Report** – Mr. Scanlon reviewed the reports prepared to compare fuel sales for the past three or four years.
5. **Old Business**

➤ **Runway Extension Report**

Mr. Scanlon related that the runway extension project was 90% complete and the remainder would not be completed until the full length is opened up. Some lights need to be relocated. The delay in opening the expansion was due to the acquisition of the adjacent property. A closing date was to be set with Ben Taylor, and a restrictive easement document has been prepared by the attorney for the Snowden property (instead of a purchase agreement). As soon as those two items are closed, the project can be completed.

➤ **Transfer of Airport Property to County**

Mr. Scanlon explained the delay in the transfer of property which was due to a study being done by the State and its ruling to only transfer property for fair market value. He related that the County is requesting that credit be given for local funds which have been spent on the property, which he feels will be more than the market value. The State is expecting the property to qualify for transfer in July. The County has the support of the State representatives and he has met and been in contact with the State Property Office.

➤ **FBO Status**

Mr. Scanlon asked that this item be moved to the end of the meeting for discussion during a closed session.

➤ **NCAA Conference**

Mr. Kohler asked about reservations for the conference in Asheville on May 12-14. Mr. Scanlon was to check with Mr. Leary to see if arrangements were being made.

➤ **Magnetic Cards**

Mr. Messina related that pilots had received their magnetic key cards for the Terminal Building doors. Mr. Scanlon had been to the airport three times recently and was pleased to see that the building is being used.

➤ **Sun & Fun**

Mr. Messina felt that fuel sales before and after this event in Florida would be good and also felt that a local presence should be at the Airport, possibly two days prior to and one day after the event. He was to meet with Mr. Scanlon to discuss.

➤ **SeaAir**

Mr. Scanlon reported that SeaAir was moving through the process for approval. Their rezoning had been approved by the Planning Board and would be on the Board of Commissioners next agenda for approval. Operations should commence by June.

➤ **Jet "A" Fuel Timer**

Mr. Scanlon related that the vendor had been contacted and a timer had been ordered to extend the length of time for fueling.

➤ **AWOS**

Mr. Messina asked whether the land line for the AWOS was working. Mr. Scanlon stated that the installer had requested that Sprint check their lines first, which was done; however, no problems were detected. The installer was to come back to check it out.

➤ **Terminal Building End Gables**

Mr. Messina asked if screens had been or were going to be installed behind the end gables to keep birds out. Mr. Scanlon indicated that would be done. He also related that seeding had been contracted for the area that had been cleared to try to cut down on dirt being blown into hangars as recent high winds had done. Seeding would also take place out front.

➤ **Hangars**

Mr. Kohler referred to an article in the recent Airport Business magazine, page 24, on Building Hangars 101. He had also performed a survey recently regarding building hangars. Four out of five airports he contacted had discontinued building hangars. They are entering into land leases and letting someone else build the hangars. Mr. Messina related that there was hangar space available at the Elizabeth City Airport.

6. New Business

➤ FAA Request to Locate Electronic Equipment at the Airport

Mr. Scanlon referred to the materials furnished the board and outlined the plan being proposed by the FAA. He had met with their representative who had visited the airport and located an area on which they plan to construct a 75 ft. tower and small building, with the possibility of a second building in the future. The location will be across the service road on the side away from the runway, possibly 1000 to 1400 ft. from the runway, distance to be determined by airport regulations. This would be a second tier redundancy communications system to be used for flight paths approximately 150 miles out to sea. The County would enter into a lease agreement at no fee since federal funds do come to the County. They will need a conditional use permit and the lease agreement will be reviewed by the county attorney. Mr. Scanlon did ask that the building's appearance be consistent with the terminal building and electrical building. A study has been done and there should be no problem with frequency interference.

➤ General Aviation Security Meeting

Mr. Scanlon recently attended a meeting at the Global Transpark in Kinston with approximately 200 other people from across the state, sponsored by Homeland Security. General policy issues that general aviation airports should be concerned with were discussed; however, no rules are in place since there is no funding available. The meeting was very informative and educational and could become a semi-annual meeting. Mr. Scanlon felt that Currituck Airport was in good shape regarding security as a whole, with the exception of possibly needing more lighting. This is planned for the next phase. He related that he had granted the Highway Patrol access to the terminal building and requested that they patrol the area whenever they are on site.

7. Other Business

➤ Kitty Hawk Kites

Chairman Eure asked if guests would like to address the board prior to the closed session. Mr. Monta related that, if hiring a staff person was being considered, he knew of someone who was well qualified. If an FBO was being considered, he knew that John Harris was interested. Kitty Hawk Kites is considering replacing their old building. They have not had electricity since moving to their new

location because NC Power requires \$5000 to provide the service. The use of a generator was discussed.

8. Closed Session

CLOSED SESSION UNDER NORTH CAROLINA GENERAL STATUTE § 143-318.11. To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body.

- **FBO Status** – Closed session minutes are maintained separately.

No action was taken following the closed session.

Adjourn

There being no further business, the meeting was adjourned.