

**CURRITUCK COUNTY  
AIRPORT ADVISORY AUTHORITY  
MINUTES OF MEETING OF  
MAY 19, 2004**

Prior to the business meeting, a community meeting was held with residents of Maple, Commissioners, Staff, and the Airport Advisory Authority.

The regular monthly meeting of the CCAA was held on May 19, 2004, at the Terminal Building Conference Room. Members Present: Tracy Eure, Chair, David Messina, Jerry Old, and Richard Turner. Absent: Bob Kohler, Lewis Babb, Sr., and Tom Brady. Also present: Commissioner Paul Martin and County Manager Dan Scanlon. Guests: Martha Snowden, and John Snowden, III, Harvey Taylor, Ray Hartzel, and Monty Monta of Kitty Hawk Kites.

1. **Call to Order** – Chairman Eure called the meeting to order and called the roll.
2. **Additions or Deletions to the Agenda** – There were none.
3. **Approval of Minutes** – Mr. Martin moved to approve the minutes of the April 21, 2004, meeting as submitted. Mr. Messina seconded the motion. The minutes were approved.
4. **Fuel Report** – Mr. Scanlon reviewed the reports. The continued lower fuel sales were probably due to the reduced length of the runway. He reported that there had been a fuel price increase.

5. **Old Business**

➤ **Acquisition of Adjacent Property**

Mr. Scanlon related that the attorneys had met and agreed that an updated appraisal should be performed. The County is in the process of obtaining that appraisal.

➤ **Transfer of State Property**

State representatives are still saying that it will be July before the transfer will come before the Council of State. Chairman Eure related that Bill Williams with Division of Aviation had indicated he felt confident the transfer would go through. Mr. Scanlon reported that the Division of Aviation and Department of Commerce had tried to expedite the transfer, which looked promising for a few days, but didn't happen.

➤ **Runway Extension**

There had been no change in status since the last meeting.

➤ **NCAA Conference**

Chairman Eure remarked that he, Wayne Leary and Lewis Babb, Sr., had attended the Airport Conference in Asheville the previous week. It was a good conference which went very well. He learned a lot and met a lot of people. A report would be prepared for the members and presented at the next meeting.

➤ **AWOS**

Sprint had been able to locate a switching problem in the land line which was causing the AWOS truncated phone message; therefore, information can now be obtained at 453-8939. Mr. Scanlon had contacted someone at Chesapeake Airport, who had added a NOTAM to their phone message regarding departure information, and had also received directions on recording a message. The contents of the message were discussed by the members and it was agreed that the NOTAM should read "Maintain center line to 500 feet before initiating left turn and avoid residential neighborhood to the north."

➤ **Jet "A" Fuel Timer**

In addition to increasing time for fueling from 120 seconds to 255 seconds, the authorization will remain valid for sales up to \$250. Also, Mr. Scanlon stated that a longer ladder had been ordered to aid in fueling.

**6. New Business**

➤ **Updated Hangar List**

Chairman Eure expressed the need for an updated hangar waiting list. Mr. Scanlon related that the Finance Department was working on cleaning up the list and verifying continued interest of those on the list. Any questions regarding the list should be directed to Kelly Williams in the Finance Department at 232-2381. Mr. Messina made a motion to notify the top five places on the revised list. The motion was seconded and passed.

➤ **Airport Staffing**

Mr. Scanlon reported that the 2004-2005 budget includes funding for two part-time employees to staff the airport terminal Monday through Thursday from approximately 8:00-6:00. The Board of Commissioners had approved going ahead with recruitment advertisements so that hiring and training could be in place as of July 1. Mr. Messina suggested that possibly others could attend the training as volunteers.

➤ **Hang Gliding Accident**

When asked about an accident related to the airport, Mr. Monta reported on the accident involving a hang glider which was participating in a Kitty Hawk Kites' sponsored event. Although the person involved sustained multiple injuries when his glider broke up and his parachute failed to deploy, none of the injuries are life-threatening. The cause of the glider breakup is still under investigation.

### **Adjourn**

There being no further business, Mr. Old moved to adjourn. Mr. Messina seconded the motion. The meeting was adjourned.