

**CURRITUCK COUNTY  
AIRPORT ADVISORY AUTHORITY  
MINUTES OF MEETING OF  
SEPTEMBER 15, 2004**

The regular monthly meeting of the CCAA was held on September 15, 2004, at the Terminal Building Conference Room. Members Present: Tracy Eure, Chair, David Messina, Lewis Babb, Sr., and Tom Brady. Absent: Bob Kohler, Jerry Old, and Richard Turner. Also present: Commissioner Paul Martin and County Manager Dan Scanlon. Guest: John Snowden, III

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 August 18, 2004, meeting as submitted. Mr. Messina seconded the motion. The minutes were approved.
4. **Fuel Report** – Mr. Scanlon related that the current report was consistent with the past several months.
5. **Old Business**

➤ **Runway Extension Report**

Mr. Scanlon related that progress had been made on the southern end of the runway. The County went through the Corps of Engineers due to wetlands and was able to qualify under their standing permit to clear the area. A work order has been sent to Barnhill for proposal to drop and remove the trees. No stumping can be done. The lights can then be moved and reset. In relation to the variance, Airport Road and Maple Road are obstructions to the Airport; therefore, a 20 ft. striped pole topped with a redundant red light must be installed to mark each of these roads. As soon as prices come back, the work can be accomplished since there are funds in the budget.

➤ **Transfer of State Property**

Mr. Scanlon related that, although the General Assembly had included in the budget the transfer of the property, and the Governor had signed it into law, the Governor is reluctant to proceed with the transfer. Mr. Scanlon outlined the County's action regarding meetings between the County Attorney and the Governor's Chief of Staff. The State Property Office is not clear on how to complete the transfer; however, it has to be approved by the Council of State and, to date, it has not been placed on the Council agenda.

➤ **Banner Towing**

Mr. Scanlon related that a banner towing business had been operating out of the airport without the approval of the Authority or the County and numerous complaints had been received regarding his operation. Unless, the Authority disagreed, Mr. Scanlon was going to contact the pilot and ask him to cease operations in Currituck. The Authority agreed.

Mr. Brady indicated that the approved banner towing business was also not following the proper flight path and suggested that they also be contacted.

➤ **Pass Through Gate**

Mr. Scanlon related that the sidewalk would be extended to the existing pass-through gate.

➤ **FAA**

The survey has been completed; therefore, the area should be cleared soon and construction begun. The site was pushed back slightly and is 1300 ft. off the runway center line.

➤ **Maintenance Business**

Mr. Messina asked about the status of a maintenance business. Mr. Scanlon replied that the matter of terminating the current lease on the maintenance area had been turned over to the County Attorney. A notice to vacate as well as a letter terminating the fuel maintenance contract had been sent. Once these matters were cleared up, a new business could be contracted.

**6. New Business**

➤ **Business interested in locating at Airport**

Mr. Scanlon had asked for and received authorization from the Board of Commissioners to put a package together to construct a third hangar building of rectangular shape. He has two businesses already interested in leasing space.

Mr. Babb moved that the Authority support the construction of the proposed hangar. Mr. Brady seconded the motion. Motion carried.

➤ **Advertising**

Mr. Messina expressed the need to plan ahead for advertising for special events. Mr. Scanlon indicated that the Board of Commissioners had brought advertising back in-house as opposed to contracting with the Chamber, and this type of advertising would be possible. Also, with staff now in place, it would be easier to plan events and have someone on hand to greet those aircraft passing through.

➤ **Taxiway**

Mr. Babb asked if there had been any other information regarding taxiway funding. Mr. Scanlon replied there had been nothing new since the last meeting. He related that Talbert & Bright are presently working on the design work and site work for Blackwater and the design work for the apron expansion and taxiway. They are also preparing to enter a professional agreement for the design of the third building. He reported that a letter had been received regarding a meeting to be held with the state to go over progress made to make sure the Airport is on track.

Mr. Messina informed the guest that at the last meeting, Rick Barkes with Division of Aviation offered to accept any complaints against aircraft and investigate same.

**Adjourn**

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