

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF MEETING OF
NOVEMBER 16, 2005**

The regular monthly meeting of the CCAAA was held on November 16, 2005, at the Terminal Building Conference Room. Members present: Tracy Eure, Chair, Tom Brady, Ed Ish, Bob Kohler, and Jerry Old. Also present: Commissioner Paul Martin and County Manager Dan Scanlon. Guests: Mr. and Mrs. David Messina, Gene Gregory, Jim Winebarger, and Leland Gibbs. Members absent: Denise Hall and Richard Turner.

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. Kohler moved to approve the October 19, 2005, minutes. Commissioner Martin seconded the motion. Minutes were approved as submitted.
4. **Fuel Report** – The Authority reviewed the report. There were no comments.
5. **Old Business**

➤ **Report on Proposals to Build Hangars**

Mr. Scanlon related that the County Attorney was working of the agreement with Ron Gatewood, Midland. It was thought earlier that leases in excess of 20 years could not be entered into without considering it a sale of property; however, an exception to the term of the lease had been discovered regarding airports. Therefore, the 37 year lease could be considered. The agreement has been scheduled for the December 5 Board of Commissioners meeting for approval and execution. The agreement would be for construction of one rental hangar immediately with two more to be built within the next five years, possibly for long term lease.

Dialog was being continued with Blackwater although nothing had been submitted in writing.

Mr. Scanlon was asked if Midland would be bound by the County's waiting list. He replied that they would not, although it would certainly be afforded them.

Mr. Scanlon reported that Sheltair was still interested but not at this time.

➤ **Report on Status of FBO Agreement**

Mr. Scanlon reported that approval had been received to construct the 10,000 square foot building. Conversation was continuing with the FBO with the only blank to be filled being the lease amount which will be predicated on construction cost. Talbert and Bright had been authorized to begin moving site plan information into construction drawings. Construction should be in the spring. The FBO had provided satisfactory financial information.

➤ **Report on C.P. Warren's Leased Hangar**

Mr. Scanlon noted that staff had inspected hangars on two occasions and had several questions concerning aircraft with different N numbers than those listed on the lease. However, since leases would be coming up for renewal in January, letters would be sent to several lessees to request clarification of any discrepancies.

Mr. Scanlon noted the death of Charlie Foy and his contribution to the airport. The County Attorney had talked with his family regarding his leases; and the County will honor the leases until matters are settled by the family.

➤ **Report on Snowden Condemnation Court Case**

Mr. Scanlon reported that the case had been settled by a jury to determine just compensation. There were two tracts in question. Early in the trial, Ms. Snowden's attorney stipulated a value which agreed with the County's appraisal for the 12 acre tract of approximately \$24,000. Ms. Snowden had asked for approximately \$240,000 for the 6.7 acre tract plus the value of the trees in the amount of \$50,000+. The County appraisal was approximately \$64,000. The jury placed a value of \$175,000 on the 6.7 acre tract and granted the timber rights to the County.

Steve Bright was to pin the trees which were to come down.

Mr. Scanlon had a long, amicable conversation with Ms. Snowden and her family. They requested permission and he agreed for them to move the fish to a yet-to-be-dug pond. They had also asked for extra survey pins to delineate the property line. As soon as the thirty day appeal period was past, work could begin.

➤ **Other Adjacent Properties**

Mr. Scanlon related that another smaller property had been negotiated and purchased so other necessary trees could be taken down.

Mr. Kohler asked about a person from Moyock who owns 2 acres near the end of the runway and had expressed an interest a while back in selling the property to the county. He had recently talked with Mr. Kohler again. Mr. Scanlon indicated that the county would certainly be interested in acquiring the property if they could agree upon terms. He mentioned a possible land trust which would allow the donation of land for tax benefits. He agreed that he would talk with the owner.

➤ **Other Old Business**

Mr. Kohler asked if Airport Security Plan was completed. Mr. Scanlon replied they're still working on it.

Mr. Martin asked how long before runway extension could be opened once the trees are taken down. Mr. Scanlon replied that it was just a matter of getting the electrician out to move the lights.

Mr. Ish asked about the tree at the other end next to the billboard. Mr. Scanlon related that the county does not own that property.

6. New Business

➤ **Signs**

Mr. Kohler asked when new signs would be placed next to the road directing to Currituck Regional Airport. Mr. Scanlon will follow up on that; however, he did report that funds were budgeted for a new sign at the Airport.

7. Public Comment

➤ **Agendas and Minutes**

Mr. Winebarger asked if agendas and minutes of Airport meetings were available. He was informed that they are on the county website or he could contact Mr. Scanlon's office.

➤ **Fuel Prices**

Mr. Messina stated that fuel prices should be canvassed for surrounding areas and local prices changed to reflect that. He further noted that fuel needs to be turned over. Discussion followed during which Mr. Scanlon explained the pricing formula and others expressed their views on pricing. Mr. Martin asked that Mr. Scanlon look into lowering prices. A motion was made, seconded and passed to have prices compared and lowered if necessary to be competitive with surrounding airports.

Mr. Brady noted that the nomenclature needed to be corrected on fuel receipts to reflect the type of fuel purchased. The present receipt lists as “diesel” and could cause confusion if ever questioned.

➤ **Hangar List**

Mr. Gregory emphasized that the contractor constructing the new hangars should be given the county’s waiting list for priority. Mr. Scanlon assured him that the list would be furnished and he felt sure it would be used; however, he didn’t think that it could be mandated.

➤ **Security**

Mr. Gregory expressed his concern with the ease of entering the hangar area. He felt that a gate should be erected across the road past the security entrance. Mr. Scanlon was to look into a price.

➤ **Rent**

Mr. Winebarger asked if rent was going up. Mr. Scanlon responded that it was scheduled to be raised in January and letters would be sent to lessees. There was discussion about whether or not to raise rates. This led to a discussion on confusion with hangar numbers and whether everyone was in the correct hangar.

➤ **FBO**

Mr. Winebarger asked whether Southern Aviation would be an FBO. Mr. Scanlon replied that they would provide maintenance, avionics and assistance with fueling; although self-serve would still be available. They would be permitted to have a truck to take fuel to aircraft; however, this would not be mandatory. Both the FBO and county staff would occupy the terminal building.

Mr. Winebarger asked that the County remember how we got here. Mr. Martin stressed that it is the County’s intention to remain a general aviation airport.

➤ **Fire Safety**

Mr. Messina reported on a course he had recently taken concerning emergencies at airports. He related several important measures the Authority should implement to comply with national rules and regulations including:

- Involving Fire Chief with Airport Authority to make presentations about fire operations with respect to growth.
- Follow NFPA1003 National Standards for all airport firefighting.
- Budget for wheeled extinguishers at fuel pumps.

- Recommend fire extinguishers for hangars.
- EMS Airport Emergency Plan required to be in print, updated every 12 months and certified. Authority should be familiar with it.
- All points for AEP contained in FAR139.325 and circulars
 - 150/5200 12B
 - 150/5200 3A
 - 150/5200 2A
 - 150/5210 7C
- Airport overlay needs grid map on departure and arrival ends of runway for mutual aid response.
- Storage area for fire department to store needed supplies.

Mr. Martin recalled that it had been discussed and Mr. Scanlon agreed that a through-the-fence fire station was being explored. Mr. Scanlon related that the Fire Chief was already working on NFPA1003 and was sending employees to Norfolk International Airport for training. The County also has a grid map in place. Mr. Kohler requested that the Fire Chief present a quarterly report.

8. Adjourn

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