

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF MEETING OF
JANUARY 18, 2006**

The regular monthly meeting of the CCAAA was held on January 18, 2006, at the Terminal Building Conference Room. Members present: Tracy Eure, Chair, Tom Brady, Denise Hall, Ed Ish, Bob Kohler, and Jerry Old. Also present: Commissioner Paul Martin and County Manager Dan Scanlon. Guests: David Messina, Benjamin Landron, and Leland Gibbs. Member absent: Richard Turner.

1. **Call to Order** – Chairman Eure called the meeting to order and called the roll.
2. **Additions or Deletions to the Agenda** – Election of Chairman after approval of minutes.

Mr. Scanlon requested that Benjamin Landron, Airport Support Network Volunteer with AOPA, be given an opportunity to introduce himself and explain his work with AOPA. To be added to New Business.

Mr. Ish spoke of an article of interest on 5 lot hangar development he would like to discuss.

3. **Approval of Minutes** – Mr. Kohler moved to approve the November 16, 2005, minutes. Mr. Ish seconded the motion. Minutes were approved as submitted.
- 3A. **Election of Board Chair** – Mr. Scanlon presided as Mr. Eure was unanimously elected to continue as Chairman of the Airport Advisory Authority.
4. **Presentation by County Fire Chief – Dusty Ruscoe** – Mr. Ruscoe participated in a question and answer discussion on airport safety with respect to response to an airport emergency/fire. He noted that the FAA requires that, for general aviation airports, a fire department is required to be in the area which is able to respond. He was developing protocol for airport emergencies and preparing to send paid personnel to ARFF (Airport Rescue Fire Fighting) training. He explained that these trainees must hold certain certifications to be eligible. His goal is for the protocol to exceed minimum requirements.

Mr. Brady asked about locating a first responder trailer on the premises. Mr. Scanlon related that the staging of equipment and assets on site was being explored.

Mr. Kohler asked what fire safety plans are currently in place and the response time. Mr. Ruscoe related that present fire departments are volunteer; however, ideally both volunteer and paid firefighters could be on site in 5-6 minutes, depending on the time of day or night. Mr. Kohler also asked about the requirements for a regional airport, the liability to the county if no timely response. He expressed a need for a plan and budgeted funds for a permanent firefighting staff on site in the future.

Both Mr. Scanlon and Mr. Ruscoe noted that liability would be greater if a county employee were to respond to an airport emergency and be injured or killed. Mr. Scanlon related that the long term plan was to locate a station on site. Mr. Ruscoe stated that at a certain level, FAA would require full-time airport-dedicated firefighters on site.

Mr. Kohler questioned the amount of traffic that would be generated when the other end of the runway was opened. He felt something should be done immediately. Ms. Hall asked how many paid personnel held Level 2 and HAZMAT certifications. Mr. Ruscoe estimated numbers; however, these could not be pulled from their duty stations at the present time. Mr. Scanlon emphasized the obligation of the county to distribute its assets; although he did remark that there is a commitment to training.

Mr. Old questioned if there was a plan to hire more people. Mr. Scanlon stated that as long as volunteer firefighters could provide services, the County is better off supporting that function.

Mr. Brady asked whether portable equipment could be located at the fuel farm. Mr. Messina suggested checking with other airports to see what level of equipment they provide. He also suggested that the Fire Chief be consulted on proposed new construction in order to maintain minimum standards.

Mr. Kohler proposed providing extinguishers in each hangar and fire extinguisher training for all pilots. There was a motion to have the Fire Chief review the airport property and recommend the appropriate number and placement of fire extinguishers. The motion was seconded and passed.

5. **Fuel Report** – The Authority reviewed the report. Mr. Scanlon related that the maximum fuel price which could be digitally displayed was \$2.99. Stickers had been ordered for prices over \$2.99. The 75 foot hoses were showing wear, and replacements had been ordered. Fuel markets were also being monitored and prices adjusted more often than just at delivery.

6. **Old Business**

- **Report on Proposals to Build Hangars**

Mr. Scanlon first related that the Planning Board had supported, and the Board of Commissioners had approved, the special use permit which would allow moving forward with the Master Plan.

Concerning the proposal to authorize a third party to construct one hangar immediately and the right to build more, the Board of Commissioners had concerns about losing managerial control over the airport and setting rates in conflict with the current fees. They felt that, if the project could prove profitable, the County should build the hangar. Mr. Scanlon was to put together a package for construction and payback for a third hangar. Talbert and Bright had submitted figures for him to look over.

Mr. Ish noted guidelines and procedures listed on the AOPA website and volunteered to meet with Mr. Scanlon to help in any way he could to expedite construction of a new hangar.

Commissioner Martin remarked that he hoped the hanger project could be completed by the end of the year. He also indicated that the Commissioners would be considering a full time airport manager in the next budget.

Mr. Scanlon reported that staff was working with a federal agency to address the starling problem in the hangars.

➤ **Report on Status of FBO Agreement**

Mr. Scanlon reported that a verbal agreement on rental price had been reached and Wayne Leary was attempting to get a signed agreement. Southern Aviation had been working with Talbert and Bright and an architect to finalize the plans for the 10,000 square foot building. Although Southern Aviation had asked for space in the terminal building to display and sell aircraft products, the County is not leasing them the building nor will Southern Aviation be the managerial entity.

When asked about Blackwater, Mr. Scanlon indicated that there had not been much recent dialog; however, it looked like the airport would be used for their corporate air travel while operational air travel would be based in Camden.

➤ **Other Old Business**

Mr. Scanlon reported that the security gate discussed at the last meeting had been installed and that, in addition to the Board of Commissioners' support of a full time airport manager, they are also in favor of overall security fencing around the entire grounds and will consider that at budget time.

Regarding the north end of the runway, the wetlands have been delineated and a survey has been completed. The holdup with tree removal has been getting bids which seen reasonable. Although the County was led to believe that the timber was worth over \$50,000, no bids had come in which would substantiate that claim. In order to remove and clean up the 24 acres in question, the County would incur some cost. He gave a rough estimate of 60-90 days until the runway could be opened.

7. New Business

➤ **Benjamin Landron – AOPA Liaison**

Mr. Landron gave a little of his background and noted that he was available as liaison for any issues from pilots or problems with surrounding neighborhood, such as noise. He distributed some brochures and handbooks and offered his assistance at any time. He is building a plane and will be on site frequently.

➤ **2007-2011 TIP Submission Project Concurrence & Certification**

Mr. Scanlon explained that the submission had been prepared by Talbert and Bright for funding from the state. These would be 90/10 funds and, if recommended by the Authority, would be forwarded to the Commissioners for approval. There was a motion to approve the submission. The motion was seconded and passed.

➤ **Signs**

Mr. Scanlon noted that contact had been made with Department of Transportation to change the sign at the highway to Currituck County Regional Airport. He also related that a “Welcome to Currituck County” sign was being fabricated and when complete, Public Works would like direction on the best placement of the sign. He asked the Authority to be considering this as they visited the airport.

Ms. Hall asked about lighting at the entrance to Airport Road; however, Mr. Scanlon related that there was no power in that area and a light would be cost prohibitive.

➤ **Marketing Plan for Industrial Property**

Mr. Kohler asked about the marketing plan. Mr. Scanlon indicated that would be the responsibility of the Economic Development Board.

8. Adjourn

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

