

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

The regular monthly meeting of the CCAAA was held on October 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 Wayne Leary, Airport Manager. Guests: Ken Norris, Jack Kitchen, Leland Gibbs, and John Snowden.

1. **Call to Order** – Chairman Eure called the meeting to order.
2. **Welcome Guests** – Chairman Eure welcomed everyone. Mr. Leary introduced Ken Norris.
3. **Additions or Deletions to the Agenda** – Mr. Kohler moved to approve the agenda. Ms. Hall seconded the motion. Agenda was approved.
4. **Approval of Minutes** – Mr. Kohler moved to approve the September 20, 2006, minutes as submitted. Mr. Brady seconded the motion. Minutes were approved.
5. **Old Business**
 - **Status of New Credit Card Reader** – Mr. Leary related that it would appear that Fuel Master will not be able to give the type of service that is needed at this time or in the future in the way of reprogramming the current system. A new system will need to be obtained. He was to discuss with Rick Barks at a meeting the following day.
 - **Security Fence** – Mr. Leary related that the final piece was being worked out as to the placement of the fence. Specs from FAA are being obtained to make sure there is enough clearance in the taxiway leading to Brady Airpark.
 - **Hangar & Tie-Down Leases** – Mr. Leary had discussed the matter of owners having more than one plane and wishing to trade one for another within one hangar. He had met with the County Manager and Finance Director and they had determined there would be no problem with listing more than one plane on the lease, as long as both planes are listed for tax purposes in Currituck County.
 - **Talbert & Bright - Relocation of Fuel Farm and Positioning of Parallel Taxiway** – Talbert & Bright had submitted preliminary drawings and recommendations and Mr. Leary would deliver a copy to the Division of Aviation. Discussion favored following recommendations which meet the projected needs of future growth.

- **Radar System** - Mr. Kohler asked about status of resolution supporting the radar system in Tyrrell County. Mr. Leary was to check with the Division of Aviation to determine when it would like a letter of support from the county.
- **Hangar Waiting List** – List is being reviewed by the County Attorney.
- **Runway Ribbon Cutting** - Mr. Leary will discuss with Bill Williams, Division of Aviation, at the meeting the next day.
- **Business Plan for FBO** – Mr. Leary stated they were working with ECSU Small Business Technology Center to prepare a business plan.
- **Hangar Numbering** – Mr. Leary was working on that.

6. **New Business**

- **On-Demand Commuter Carriers** – Mr. Leary spoke of the interest of these types of services at Currituck Airport.
- **Classes for Rebuilding Aircraft Engines** – Commissioner Martin noted that College of the Albemarle is discussing instituting a class for rebuilding aircraft engines which would be good for the area for aircraft maintenance. Mr. Leary related that ECSU also has an aviation program.

7. **Consent Agenda**

Fuel Report – Mr. Leary stated that fuel sales were down the previous month due to pricing. He asked for a recommendation from the Authority concerning markup. Following discussion, Ms. Hall moved that the Airport Manager consult with the County Manager and Finance Director to set policy on the minimum price for fuel to be competitive with surrounding airports. Mr. Kohler seconded the motion. Motion carried.

Mr. Kohler asked whether the FBO was planning for a tanker truck. Mr. Leary responded that several people he has talked with are interested in providing a tanker in the future. Mr. Kohler recommended that a containment area be factored in while Talbert & Bright is preparing drawings for future growth.

8. **Adjourn**

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