

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF MEETING OF
JULY 18, 2007**

The regular monthly meeting of the CCAA was held on July 18, 2007, at the Terminal Building Conference Room. Members present: John Gross, Denise Hall, Ed Ish, Ken Norris, and Jerry Old. Also present: Commissioner Gene Gregory and Wayne Leary, Airport Manager. Absences: Tracy Eure, Chair, and Jim Winebarger. Guest: Leland Gibbs.

1. **Call to Order** – Mr. Old called the meeting to order in the absence of the Chairman.
2. **Welcome** – Mr. Old welcomed everyone.
3. **Additions or Deletions to the Agenda** – Mr. Ish noted that he no longer advocated rescinding previous motions concerning hangar fees; however, he asked that the members keep in mind issues which in the future may cause the perception of conflicts of interest. Mr. Leary suggested inviting the county attorney to attend to discuss how the Airport Advisory Authority functions. Ms. Hall moved to invite the attorney to a meeting. The motion was seconded and passed unanimously.

Mr. Ish moved to approve the agenda. Mr. Norris seconded the motion. Agenda was approved.

4. **Approval of Minutes** –Mr. Gross moved to approve the June 20, 2007, minutes as submitted. Mr. Norris seconded the motion. Minutes were approved.
5. **Old Business**

Mr. Leary commented on the following:

- **Fence Update** – The fence project was making good progress, being built to specifications. Contractor was doing a good job. A portion of the old fence would remain along Airport Road, which is proposed to be incorporated into the future parallel taxiway.
- **Apron Expansion Update** – Bids had been opened after being re-advertised. Of the two, RPC had the low bid. As an FAA requirement, proof that minority subcontractor participation had been duly solicited was the only item needed before presenting to the Board of Commissioners for the awarding of the bid. It should be on their August 6 agenda.
- **Mower Update** – A US built John Deere tractor with mower is to purchased from East Cost Equipment. The purchase price was lower due to the opportunity to piggy-back on an NCSU contract, which was duly advertised. The tractor uses diesel fuel which is available at the county fuel pumps.
- **Fuel Truck Status** – Eastern Fuel is working up the specifications. An area for parking for the truck will be a part of the apron expansion or in the apron area to

be rehabbed. A single point reel will be installed on the Jet A self serve pump which will also fuel the truck.

Due to a recent instance of running out of AVGAS, the abandoned 2000 gallon MOGAS tank will be pumped out and filled with AVGAS. This will alleviate some problems with amounts of deliveries that can be accepted as well as overfilling.

➤ **Committee Updates**

There were none.

6. New Business

- **Fire Training Scheduled for July 24 and 25** – Mr. Leary announced that EMS and Firefighters would be trained on fighting airport fires. Dave Messina had planned an excellent program.
- **Disaster Plan** - Ms. Hall asked if there is a disaster plan in place. Mr. Leary was working on a layout plan showing areas of likely accidents. He also stated that a generator had been requested to allow the airport to continue operations in times of disaster.
- **Parking** – Mr. Leary related that, for safety reasons, enforcement of the parking regulations was needed to require automobiles to park inside the hangars or in the parking lot. There was discussion, pilots were to be reminded and “No Parking” signs posted. There was a motion and second to authorize Mr. Leary to do whatever he deemed necessary to correct the situation. Motion carried.

7. Consent Agenda

Fuel Report – Mr. Leary related that Jet A sales were down due to SeaAir. Since Mr. Slick’s death, the company has not been operating at previous levels. Once single point and truck are in place, he felt sales would increase.

8. Closed Session to discuss Economic Development Projects – Under North Carolina General Statute § 143-318.11.

Ms. Hall moved to go into Closed Session. Mr. Ish seconded the motion. Motion carried.

Ms. Hall moved to come out of Closed Session. Mr. Gross seconded the motion. Motion carried.

9. Adjourn

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