

**CURRITUCK COUNTY
AIRPORT ADVISORY BOARD
MINUTES OF SPECIAL MEETING OF
February 26, 2009**

The special meeting of the CCAAB was held on February 26, 2009, at the Terminal Building Conference Room. Members present: Chairman Jim Winebarger, Gary Bryan Ed Ish, and Dave Messina, and new members Marion Gilbert and John Snowden. Absent: Denise Hall. Also present: Commissioner John Rorer and Wayne Leary, Airport Manager. Guests: Debbie Rorer, Darcy Messina, Jim Kunkler, Tom Brady, Johnny Thompson, Leland Gibbs, and John Harris.

1. **Call to Order** – Chairman Winebarger called the meeting to order.
2. **Welcome** – Chairman Winebarger welcomed members, new members and guests. Each person introduced themselves and gave a brief resume as well as the reason they were interested in serving on the board.
3. **Approval of Agenda** – Mr. Messina moved to approve the agenda. Ms. Gilbert seconded the motion. The agenda was unanimously approved.

4. **Business Items:**

- **Recommendations presented @ 01/30/09 Commissioners Mtg.** – Chairman Winebarger reviewed recommendations by the board as of the January 27 special meeting and referred to the handout distributed, which was the presentation given to the Board of Commissioners, either during their retreat or shortly thereafter via email.
- **Concessions rate structure** – Chairman Winebarger felt the commissioners were looking for recommendations on items to be included in the agreement relating to rates to be charged. The actual agreement would be prepared by the County Attorney. Various agreements were provided to the members. Commissioner Rorer stated the purpose of the agreements would be more of a registration of businesses than a burden since most of the existing operations were small. Mr. Leary commented that all businesses of each type must be treated equally and no business may receive an exclusive contract so as not to jeopardize the receipt of federal funding. It was agreed the most important element is to institute a mechanism to assure that sufficient liability insurance is being carried by these businesses.

Mr. Leary mentioned other services for which he felt the county should be compensated such as ramp fees or apron charges, product sales, etc. Chairman Winebarger agreed these items should be discussed at a future meeting. He also felt the Airport Access Fees paid by rental car customers should be passed on to the county.

Mr. Ish moved to charge a flat fee of \$100 and require proof in insurance. Mr. Snowden seconded the motion. Mr. Leary noted the agreement would need approval from the Division of Aviation. Mr. Messina opposed a fee, citing the decline in general aviation, and asked for identification of each board member when the vote was taken. Mr. Snowden disagreed, since a business utilizing

public property should expect to pay for the privilege. Chairman Winebarger asked if Mr. Ish would be willing to amend his motion to reflect the following:

- Flight schools would sign an operating agreement with no fees at this time and provide proof of insurance;
- Banner towing operations would pay \$100 annual fee and comply with other requirements;
- Agricultural operations would pay \$100 annual fee and comply with other requirements;
- Rental car agencies would pay \$15/car and comply with other requirements;
- Kitty Hawk Kites would pay \$5,000 annual fee and comply with other requirements;

Mr. Ish still felt a fee should be charged. He restated his motion to establish a license fee for operating a business on the airport property and amended to drop the \$100 and asked for input from other members on the amount. Mr. Snowden agreed to the amended motion. Mr. Messina felt that the airport should be looking for ways to assist businesses rather than charging them since they already rent a hangar, pay taxes and buy fuel. There was further discussion on the depressed economy and the hesitancy to impose new fees at this time, as well as arguments in favor of a minimum fee. Mr. Ish withdrew his motion. Mr. Snowden withdrew his second.

Mr. Messina moved to recommend that an operating agreement be established to include the following: flight instruction, flight training, banner towing, hang gliding, mechanics, crop dusting, and rental cars at a flat annual fee of \$75. Ms. Gilbert seconded the motion. There was the question on whether this would apply to rental cars and hang gliding and the suggestion that this could be discussed at a future time. However, Mr. Messina amended his motion for the annual flat fee to apply to all businesses with the exception of Kitty Hawk Kites at an annual fee of \$5,000. Ms. Gilbert seconded the amendment. Motion carried.

Members were asked to consider separating Kitty Hawk Kites' ground school from their ground operations for security and safety reasons. It was felt that the school should be outside the fence.

- **Review of ordinance & related regulations** – A copy was unavailable. Chairman requested the members to go on line to the county website and review for discussion at a future meeting.

5. Adjourn

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