

**CURRITUCK COUNTY
AIRPORT ADVISORY BOARD
MINUTES OF MEETING OF
June 17, 2009**

A regular meeting of the CCAAB was held on June 17, 2009, at the Terminal Building Conference Room. Members present: Chairman Jim Winebarger, Marion Gilbert, Ed Ish, Dave Messina, and John Snowden. Absent: Gary Bryan and Denise Hall. Also present: Commissioner John Rorer, Dan Scanlon, County Manager, Ike McRee, County Attorney, Ben Woody, Planning Director and Holly White, Senior Planner. Guest: Leland Gibbs.

- 1. Call to Order** – Chairman Winebarger called the meeting to order at 7:02 pm.
- 2. Welcome** – Chairman welcomed members and guests, and read the following letter:

June 17, 2009

To: Currituck Regional Airport Advisory Board

Since its' formation, the Currituck Regional Airport Advisory Board has played a key role in the airport's growth. However, since the last election, changes have occurred resulting in many items that prior boards participated in now absorbed into county operations.

Over the last six months, affable treatment toward airport patrons has been replaced with dictatorial grasp. The abusive and outlandish attitude displayed and subsequently published has resulted in loss of customer base, loss of revenues, and more importantly, loss of respect.

In my opinion, this board no longer serves any meaningful purpose other than a vehicle for some to obfuscate political ambitions and associations and a \$50 check for the members who attend meetings.

I refuse to condone and will not be part of an ongoing affront toward customers and citizens who are part of the fabric of our community and have given so much of themselves for so many years. Simply put, I do not wish to be associated with this group. Therefore, effective immediately, I resign my position on the Currituck Regional Airport Advisory Board.

Sincerely,

James R. Winebarger
Chairman

CC: County Commissioners County Manager

Mr. Winebarger distributed copies of his letter to members and Commissioner Rorer requested that it be included in the minutes. Mr. Winebarger and Mr. Gibbs left the meeting.

Mr. Ish moved to have Ms. Gilbert act as chair for the meeting as Vice-Chair Hall was not present. Mr. Snowden seconded the motion. Motion carried.

- 3. Approval of Agenda** – Mr. Scanlon requested that the agenda be amended to add an item under New Business – Presentation on Maple/Barco Small Area Plan by Mr.

Woody and Ms. White. Mr. Snowden moved to amend the agenda as requested to add the presentation as item b.1 and move other item to b.2. Mr. Ish seconded the motion. The agenda was approved.

4. Public Comment – Ms. Gilbert opened the floor for public comment.

Mr. Messina requested that the restrooms in Hangar A be unlocked for use by tenants. Mr. Scanlon was to direct staff to make those available.

There being no further comments, Ms. Gilbert closed the public comment period.

5. Approval of Minutes – Commissioner Rorer requested that Leland Gibbs' written statement be entered into the May 20 minutes as well as the exchange between Mr. Snowden and Mr. Winebarger regarding his relationship with J.E.M. Air concerning aircraft being moved from # 21 on the waiting list into a hangar. He wanted it noted that Mr. Gibbs' allegations were unsubstantiated. Mr. Snowden moved to approve the May 20, 2009, minutes as amended. Mr. Ish seconded the motion. Minutes were approved.

6. Business Items

a. Old Business:

1. Status report

Hangars – Mr. McRee, County Attorney reported that by the beginning of the new fiscal year, all hangars should be under lease. He listed those that were under contract and the number still vacant. He and Commissioner Rorer noted that the Commissioners had approved doing away with the concession fees for flight/ground schools, although a concession agreement would still be executed.

Waiting list/Regulations – Mr. Scanlon recalled that the advisory board had revised the regulations although they had not gone to the BOC for adoption. He requested that the members agree on the version to recommend so he could put it before the BOC. Mr. Ish had a copy and moved that it be accepted with the exception of the requirements to provide proof of insurance and list for ad valorem property tax in Currituck County. Mr. Snowden noted that the language needed to be cleaned up. Mr. Snowden seconded the motion. Motion carried.

Update – Mr. Scanlon reported on several items which had been mentioned at the previous meeting:

- Plaque was up on the television.
- Wireless internet was available.
- Building had been re-keyed.
- Hangars had been re-keyed.
- Key security program was in place.
- Contract had been executed with a vendor for retrofitting hangars to take care of the bird problem.

- Roger Lambertson had agreed to serve as temporary full-time Airport Manager.
- Peter Bishop had attended the Aeronautics Council meeting and had conversation with new DOA Secretary. He learned there were no general aviation stimulus funds and probably no funding for at least two years. Parallel taxiway would have to be put on hold but Mr. Scanlon asked if the advisory board would entertain installation of an ILS/navigation system which DOA agreed was needed.
- NCFlyPorts had made a presentation at the BOC meeting and had met with Mr. Scanlon. The County will be assisting them to enhance their website. They have a \$5,000 allocation available to Currituck Airport which could fund a small amenity, such as a golf cart or ice program, to encourage and enhance passenger traffic. Possible item for discussion on next agenda.
- BOC approved a lease with ITT for a tower adjacent to FAA tower which would be another aid to navigation.
- Fuel truck lease expires at the end of August. If no objection, he planned to issue notice to terminate since sufficient fuel is not being sold to cover the leasing fee.

b. New Business

1. Maple/Barco Small Area Plan- Holly White and Ben Woody – Ms.

White distributed the plan and maps and related that the plan was to guide development, not regulate it. She reviewed the vision and maps and entertained questions. Mr. Snowden pointed out some needed changes to the land uses shown. There was discussion on the need for a buffer system for jet noise. She related that the plan was to be presented to the BOC on July 20, but requested that the members review the document, and she would welcome any feedback from the advisory board in the meantime. Ms. Gilbert commended them for getting the information out to the public.

Mr. Scanlon stated that it would be appropriate for the board to make a recommendation to the BOC regarding the plan. It would be put on their next meeting agenda which would be prior to July 20.

2. Board responsibilities & procedures-County Manager/Attorney –

Mr. McRee related that the BOC adopted an ordinance several months ago that all advisory boards and commissions appointed by them would utilize the same rules of procedure as are utilized by the BOC. He would furnish the advisory board with a copy prior to their next meeting. He distributed a handout on the open meetings law and briefly reviewed it. He also reviewed issues which would constitute a conflict of interest.

7. Member comments

Commissioner Rorer asked about the purpose and intent of lockers. This discussion would be added to the next meeting.

Mr. Scanlon related that he would notify Commissioner Nelms of his appointed member's resignation. If he was prepared to make another appointment, it would be

scheduled for the next commissioner's meeting. The advisory board would also need to elect a new chair.

Mr. Snowden asked for some details on the contract for door retrofits for bird problem as well as the proposal for securing the opening between the lobby and office area. Mr. Scanlon responded.

There was discussion on the NCFlyPorts presentation. Mr. Scanlon related that Ms. Reams had met with Tourism, Chamber, Public Information representatives who would be helping her put together some marketing strategies to promote the program. He had some information on the program which he would furnish the members prior to their next meeting.

Mr. Snowden noted there could be increased use for the AWOS information being broadcast. Possibly Randall Edwards could look into it.

Mr. Snowden asked about scheduling a meeting with Travel and Tourism to explore leveraging the people who are flying into the airport. Mr. Scanlon was to contact Travel and Tourism about setting up a Welcome to Currituck area for brochures, etc. in the terminal building.

Commissioner Rorer suggested asking the airport users what amenities they would like to see added. There was mention of a tug which would be needed when fuel truck is discontinued. Mr. Scanlon was to get a survey out.

Mr. Messina made three observations for needed projects/improvements:

- A review and update of the Master Plan
- Assessment of tree growth since FAA certification of approaches depends on maintenance of the surrounding area
- Emergency access lane to the swamp in case of a crash.

8. Adjourn

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