

**CURRITUCK COUNTY
AIRPORT ADVISORY BOARD
MINUTES OF MEETING OF
May 16, 2012**

At 7:00 PM, a regular meeting of the CCAAB was held on May 16, 2012, at the Terminal Building Conference Room. Members present: Denise Hall, Robin Hutchings, Ed Ish, Jerry Malesky, and Ken Norris. Also present: Commissioner Marion Gilbert and Jim Elliott, Airport Manager. Absent: Barbara Courtney and John Snowden. Guest: Mark Luzinger.

1. **Call to Order** - Chairwoman Hall called the meeting to order.
2. **Welcome Members** – Chairwoman Hall welcomed everyone and asked members to introduce themselves to new member Robin Hutchings.
3. **Additions or Deletions to the Agenda** – Mr. Elliott requested to add Item 7H. Letter to NC Utilities Commission Protesting Request by Dominion North Carolina Power. Mr. Norris moved to approve the agenda as amended. Mr. Ish seconded the motion. Motion carried.
4. **Public Comment**

There was none.
5. **Approval of February 15, 2012, Meeting Minutes** – Mr. Norris moved to approve the February 15, 2012, minutes as submitted. Ms. Hall seconded the motion. Minutes were approved unanimously.
6. **Old Business**
 - A. **Appointment of Committee to Develop 5 year, 10 year, and Master Plans** – Ms. Hall appointed Mr. Norris as Chairman. Mr. Ish and Ms. Hutchings agreed to serve as well. More may be appointed later. A target of one year for completion was agreed upon.
7. **New Business**
 - A. **Fuel Report** – Mr. Elliott reported that AVGAS sales had the best performance in history, 79% increase over last year. Jet A sales were down 40%, probably due to lack of military sales. Civilian jet traffic was holding so the fuel truck was paying for itself.
 - B. **MOGAS Sales** – Mr. Elliott related that MOGAS (High test 93 octane) has been delivered. Sales had been good so he didn't anticipate a problem with it sitting too long. It had been advertised in aviation publications. The price is \$.75 less than AVGAS. Due

to liability issues, he and his staff do not offer fueling assistance as they do with other types of fuel.

- C. Use of Commercial Hangars** – Due to previous discussions, Mr. Elliott requested the Board to develop a policy for leasing of commercial hangars, with different criteria from just the waiting list, which is a first come, first served policy. He had created a separate list of those who were just interested in a commercial hangar. Various criteria were mentioned, for example, potential revenue generation. Members agreed that a policy had been developed in the past and Commissioner Gilbert was to review the minutes. A work session was suggested.
- D. Proposal for rent of Commercial Hangar to Orion Aircraft/TEMPUS Jets** – Some time ago, commercial hangar C-2 was vacated and ECSU had requested to lease it. However, months have passed and Mr. Elliott has been unable to obtain a letter of intent or any further commitment from ECSU. In the meantime, the hangar has been rented on a month to month basis. Orion Aircraft has expressed an interest in renting the hangar, although they were still evaluating the decision. Mr. Norris moved to accept proposal 7D and offer Orion Aircraft a commercial hangar at the airport. Mr. Malesky seconded the motion. Motion carried unanimously. Mr. Elliott was asked about liability insurance and he was to get an answer.

The waiting list had about 20 names at the present time.

Ms. Hall asked for members to advise her of dates they would be available for a work session.

- E. Airport Layout Plan** – Mr. Elliott noted that a new property map was needed due to the construction of the COA building. He was looking for a recommendation to the Board of Commissioners to move forward with having the engineer, Talbert & Bright, prepare an updated ALP since most of the previous ALP projects had been completed. A portion of Vision 100 funding of \$150,000 with a 90/10 county match of \$15,000 would be used for the new property map. There was discussion on possible uses for the remainder of the funds, including site work for a new hangar. Commissioner Gilbert suggested scheduling a work session with the BOC to present their recommendations and requests.

As a result of the question at the last meeting, Talbert & Bright had prepared a cost estimate for a new hangar building at approximately \$1 million.

Mr. Malesky moved to recommend to the BOC that they move forward with the preparation of a new Airport Layout Plan. Mr. Norris seconded the motion. Motion carried unanimously.

F. COA – Apron, connector taxiway and turnaround – Mr. Elliott presented a design showing what had been proposed. A DOT grant of \$1.1 million had been received for all but the turnaround; however, DOT had understood the existing road was to be closed at time of construction. DOT had suggested that a turnaround be added to the design. To accomplish the additional piece, another \$1.32 million is needed. Talbert & Bright can do the design. With the new roads being constructed, the only thing delaying the closing of Airport Road is access for industrial trucks to the Landfill. Mr. Elliott asked for a recommendation from the Board regarding moving forward with the design.

Mr. Malesky moved to recommend to the Board of Commissioners that the process be started to include the current DOT suggestion. Mr. Ish seconded the motion. Motion carried unanimously.

G. Currituck Aviation Awareness Week/Partnering with Currituck Schools/Civil Air Patrol – Mr. Elliott reported on the CAP program for K-6th grades teachers, Aerospace Connections in Education (ACE). He noted the program is just starting all over the country, but is growing. He has talked with the School Superintendent who is enthusiastic and has introduced it to the teachers. CAP will offer membership for the 64 teachers at half the annual membership fee of \$35, or approximately \$1100-\$1200. Once teachers are members and have been through training, the teaching materials are available on line. For more information on the program, search ACE Civil Air Patrol.

Due to the need for a quick turnaround (4-5 weeks), Mr. Elliott asked members to consider supporting a fundraiser for the first year's fees. There was discussion on various events. Mr. Norris moved to support Currituck Schools with raising funds for memberships. Mr. Malesky seconded the motion. Motion carried unanimously. Plans for the event would be handled through email. Upon further discussion, the members agreed donations would be a better source of funds and plans were made for getting the word out. Some members agreed to donate personally.

H. Letter to NC Utilities Commission Protesting Request by Dominion North Carolina Power - Mr. Elliott related that Dominion had ignored all input from the County. Mr. Ish made a motion to move forward with a letter of protest to the NC Utilities Commission. Mr. Norris seconded the motion. Motion carried unanimously.

8. Member Comment

Commissioner Gilbert reported on the NCAA conference in New Bern as a great learning experience. The County adoption of the Airport Overlay District was reinforced as a wise move. She also learned of scholarships offered for aviation related programs at community colleges and universities. She was going to gather more information for possible use by COA students. Ms. Hall also

commented on the speakers and worthwhile information obtained at the conference and urged other members to attend in the future.

9. Airport Manager's Comments

Mr. Elliott reported the following:

March 14 Airport Legislative Day was cancelled and had not been rescheduled. He would notify members when a date was set and invited them to attend.

There had been no movement on the separate airport website. Committee is still working through process to establish a county communication umbrella.

General Assembly had a proposed bill to establish new stormwater rules for airports which would exempt airports just as state roads are exempt. He would report on results when available.

Mr. Messina had reported to Mr. Elliott an issue when he discovered his hangar door/combination lock was left open. He requested Mr. Elliott to review the camera images, but nothing was detected. After investigation, no damage was done and nothing was missing; however, Mr. Messina indicated he would report to law enforcement. He was displeased with lack of security.

He also mentioned the suspicion by one commercial hangar tenant that someone had been smoking in front of his aircraft, but Mr. Elliott suspected the cigarette butt had been blown under the door by the wind.

10. Announcements – There were none.

11. Adjourn - Mr. Malesky moved to adjourn. Mr. Ish seconded the motion. The meeting was adjourned.