

## CARTERET COUNTY-BEAUFORT AIRPORT AUTHORITY MINUTES

### Regular Meeting

June 23, 2022

#### **Members Present:**

Pat Joyce, John Floyd, Bob Coles, W.F. Parker, Tom Higgins, Scott Evans. A quorum was established.

Present on Zoom: Jon Brearey, Randy Fender of Talbert and Bright.

Others present were Jesse Vinson, Airport Manager, Anthony Held, Building and Grounds Technician, Peggy Piner, Finance, Janie Mason, Airport Business Manager.

#### **Call to Order:**

Mr. Joyce called the meeting to order at 6:00 p.m. and lead the meeting attendees in the Pledge of Allegiance.

#### **Approval of Agenda:**

A motion was made to approve the agenda, seconded and motion carried.

#### **Consent Agenda:**

A motion was made to approve the consent agenda as discussed and seconded. Motion carried.

Financial reports were discussed.

Hangar Project – Payments 1-18 have been made to Talbert & Bright.

Money will be moved to the 3408 Account from the Money Market Account to cover the payment.

No motion needed.

Cares Grant in the amount of \$59,000.00 has allowed us to stay under budget.

#### **Public Comment:**

Mr. Shapiro, President of the Carteret County Aviation Association, expressed interest in a storage area for supplies for EAA Airport Appreciation Group. The shed they currently have is in disrepair and needs to be moved due to new hangars being built. It was suggested that they use one of the end storage areas in the new hangar. They would need to put in a petition and door at their cost but can use it at no cost. He agreed to get old shed moved. A motion was made to let them use it, seconded and motion passed.

**Chairmans Report:**

Everything appears to be running smoothly. Big Rock week – fewer jets stayed this year, but the ramp stayed full, a lot of aircraft came and left daily this year.

We are having issues with pickup truck. Hoping it is just the starter. Anthony will be checking on this to get repaired.

The tree removal is complete. They did an excellent job.

**Public Hearing for Discussion of the FY 22-23 Airport Authority:**

A motion was made to go into public hearing, seconded and motion passed.

It was asked if anyone from the public would like to discuss the 2022-2023 budget. There was no one so a motion was made to go out of public hearing, seconded and motioned passed.

**Old Business:****Talbert & Bright Update:**

Randy Fender

Fuel Farm – only items outstanding are the one-year warranty items. Waiting on responses and following up. Working on close out documentation.

Taxilane – North Hangar materials arrived May 18<sup>th</sup> – Great progress on building – roof was complete on Tuesday of this week and electrical should be starting soon. Bi-fold doors are on site. Erectors will install after electrical is closer to being complete.

South Hangar – materials delayed again. Should be delivered June 30<sup>th</sup>. Trader requested an additional 45 calendar days to complete. Should be completed by August 24<sup>th</sup>. Contract extension was approved.

Progress meetings are held every Tuesday over Zoom. Minutes are available.

Runway 321 Project Rehab - Submitted the preliminary design and cost opinion on June 6<sup>th</sup>. Waiting for response from NCDOA. Once DOA reviews it, the Runway will be narrowed to 75 feet as DOA requested. Same as Taxiway ALFA – cement treating and new asphalt. Once DOA approves it, we will put together a work authorization and submit it to the Board. The outside 37.5 feet will be demolished on both sides and repaired. It will be like a new runway when finished.

Hangar rent .32 per foot – all existing hangars – same rate for new hangars.

Chairman Joyce elected to step down from his position of Chairman.

**New Business:**

Adopting FY 22-23 Budget was presented by John Floyd. Motion was made and seconded. Motion passed.

Peggy reported that auditors will be here two days in July. Audit will be prepared and distributed to the County by September.

New hangar rents will hopefully begin September 1<sup>st</sup>, 2022.

Jesse said that everything is pretty much in line with last year regarding the budget.

Catching up with county loan. Waiting on Finance Director to send money so payment to Traders can be made. We will file reimbursement with EDA immediately to get reimbursed.

Approval of Budget Amendment to receive unused NPE allocations. – we should be able to pay the \$150,000.00 payment to the County early. We are a year ahead on the loan payment so we should be a year earlier paying off the loan. A motion was made to approve, seconded and motion carried.

Discussed that in the event we can secure more NPE funds – there needs to be another Capital project in mind. Fencing was suggested.

BIL Funds \$295,000.00 asked for match – use for taxiway.

**Closed Session:**

A motion was made to enter a closed session for purpose of discussing confidential information, legal matters, personnel, and contract negotiations as permitted by NCGS 143-318.11 (a)(1), (3), (5) and (6), while the motion was seconded, and motion carried.

W.F. Parker made a motion to return to regular session and Mr. Higgins seconded, motion carried.

New Chairman was elected – Jon Brearey.

County Commissioners will appoint a replacement for Pat Joyce in September.

Hearing no further discussion W.F. Parker made a motion to adjourn. Bob Coles seconded the motion. Motion carried.

Minutes prepared by: Janie Mason

