

CARTERET COUNTY – BEAUFORT AIRPORT AUTHORITY MINUTES

REGULAR MEETING

DECEMBER 1, 2022

Members Present: John Floyd, Robin Comer, Dean Graham, Jimmy Falwell, Randy Ramsey, Bucky Oliver, Jesse Vinson

Others Present: Reid Parker, CPA, Ray Langley, Janie Mason, Airport Business Manager, Peggy Piner, Accounting Technician, Chad Noble, FBO, Chief Tony Ray, Town of Beaufort Fire Chief, Anthony Held, Maintenance & Grounds Technician.

ZOOM: Randy Fender and Jay Talbert – Talbert & Bright, Inc.

Call to Order:

John Floyd called the meeting to order and led the Pledge of Allegiance.

John Floyd read the conflict-of-interest statement. No conflicts were noted.

Special Presentation:

Jesse Vinson presented Ray Langley with a plaque in appreciation of his work on the New Hangar Project as the RPR.

John Floyd asked for a motion to approve the agenda. A motion was made by Mr. Ramsey to approve the agenda and seconded by Mr. Oliver. It passed unanimously.

A motion was made to approve the consent agenda by Mr. Comer and seconded by Mr. Graham. It passed unanimously.

Mr. Comer suggested that a finance meeting be held after the new year to get new Board members up to speed on the financials.

There was no public comment.

Old Business

Still working on getting Sunland to finish up the one-year warranty items. It has been longer than a year. They have made no effort to do these items. They will be contacted again. A letter with attached multiple emails and a punch list will be sent to the bonding company to find out why they will not honor their contract and complete this warranty work.

New Hangar project – Town completed the final inspection, and the Certificate of Occupancy was received so the hangars can be occupied as of December 1, 2022. The closeout documentation will begin to be completed now that the hangars are finished.

Runway 321 Rehab – work authorization sent to DOA – DOA approved and did an independent fee estimate and that was approved. Talbert & Bright are now working with the State on the grant side and

doing a Grant MOD to the existing Grant. The airport has been awarded the funds for this project to cover the design and bidding aspects of this job. It is just a matter of getting the funds allocated. Once the MOD gets approved and the Airport gets the award letter Talbert and Bright will send over the work authorization amendments for execution by the Airport.

Taxilane Widening Job – Bid opening was October 26th. Trader Construction was the low bidder for the job. A certified bid tab was sent to the airport and approved. Due to the delay in BIL funds Talbert & Bright reached out to the DOA to see if the airport could use the remaining 2022 funds for this job. The DOA approved the use of those funds. A request for aid must be set up in the EBS system before the whole grant process can be done. Contracts have been sent to Trader Construction. Hopefully by the time the contracts are processed everything else will be ready to start. Project should begin early 2023.

Project Little Fish – Hangar 75 site work project – Advertised for bid on October 30th – prebid meeting was November 10th – First bid opening scheduled for December 6th. If we have less than three bidders for the job it will have to be advertised again. Next bid opening will be December 19, 2022, if less than three bidders.

Laughton Property – No changes

New Business

Chief Tony Ray spoke to the Board about the Knox Box system. He demonstrated how the boxes work.

He also spoke of the BDA system that is installed in the new hangars. The hangars are the first buildings on this side of the bridge that has had to have this system. Chief Ray said that Janie and Jesse have been extremely helpful during this whole process. He spoke of the naming of the taxilanes for 911 addressing. The proposed names have been sent to the County.

Reid Parker of Carr, Riggs and Ingram, CPA of New Bern, N.C. presented the 2022 Audit. He reported that the airport was subject to a single audit this year due to the Hangar Replacement Project.

Mr. Parker reported that Jesse, Peggy, Janie and Talbert & Bright do a super job of providing information and making sure all compliance requirements are met. There were no internal control violations or noncompliance issues.

Mr. Parker reported that the Airport had a “Clean” audit opinion. No findings or any issues to report to management.

Nomination of Officers

It was discussed that the term expiration dates of the newest members of the Board are not in alignment with the date they were appointed. The Bylaws were discussed regarding the terms of appointments, and it was determined that the Bylaws need to be updated.

Mr. Floyd made a motion to nominate the following for Officers: Robin Comer for Chairman, Dean Graham for Vice Chairman and Jesse Vinson for Treasurer. He also nominated Bucky Oliver and Jimmy Falwell for the Building & Grounds Committee. The Finance Committee would consist of the Chairman, Treasurer and Jesse Vinson nominated John Floyd to also serve on the Finance Committee. Mr. Comer seconded the motion and it passed unanimously.

Mr. Floyd brought to the attention of the Board that the truck used by Anthony for Building & Grounds needs some repairs. The seats need to be repaired. It was suggested that Anthony get an estimate to have the seat reupholstered.

Closed Session

Robin Comer made a motion to go into closed session. It was seconded by Randy Ramsey. It passed unanimously.

Robin Comer made a motion to adjourn. It was seconded by John Floyd. It passed unanimously.

Minutes prepared by Janie Mason