

**CARTERET COUNTY – BEAUFORT AIRPORT AUTHORITY MINUTES**

**REGULAR MEETING**

**AUGUST 25, 2022**

**Members Present:** John Floyd, Pat Joyce, Bucky Oliver, Randy Ramsey, Robin Comer, Dean Graham.

Others Present: Jesse Vinson, Airport Manager, Janie Mason, Airport Business Manager, Eddie Bo Wheatly, Chairman, County Commissioner, Chris Chadwick, County Commissioner, Tommy Burns, County Manager, Randy Fender, Talbert and Bright, Chad Noble, FBO.

A quorum was established.

**Call to Order:**

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

Chairman of the County Commissioners Eddie Bo Wheatly asked to address the Board. He thanked everyone who agreed to serve on the Board. He said the main goal is to see the airport become self-sustaining. He said he thinks they have selected a fine group of people to serve on the Board.

He stated that the reason for the change in the Board was a management problem. He stated he is confident that this new Board will solve these problems and help make the airport self-sustaining. He said if he can ever help that he will help any way he can.

He stated that he plans to nominate Tommy Burns to fill the spot left on the Board. He states that Mr. Burns has experience with airports.

He stated that the airport is so important. It's a big deal that this airport be functioning as good as it possibly can.

**Conflict of Interest statement was then read by John Floyd.**

**Approval of Agenda:**

A motion was made to approve the agenda as presented by Mr. Comer and seconded by Mr. Ramsey and the motion carried unanimously.

**Consent Agenda:**

A motion was made by Pat Joyce to approve minutes from 7-28-22 meeting and seconded by John Floyd and the motion carried unanimously.

The finance reports were discussed by Board. Mr. Vinson explained each project to the Board. It was asked that a report that is easier to understand be created.

The lottery for the larger hangars will be held as soon as all deposits are in. We are waiting on two deposits. There are 8 larger hangars but two of them have electrical rooms. One area was proposed as a storage area for the EAA at the last Board meeting. That makes the large hangars available 5.

The storage area that the prior Board agreed to was discussed. Mr. Vinson discussed the fact that a separate door and a partition would have to be installed. It would have to be investigated whether doing these things will void any warranty included with the building. It was asked if there was anything in writing about this agreement, if there were any terms, if there is any charge. There are none. They are responsible for any cost to put in door and partition. It was questioned about liability. Jennifer Wenk explained that EAA did, in the past, do Airport Appreciation Day. With Covid things have not been being done.

It was discussed that there must be a written agreement, insurance same as any other operating hangar and a term for this storage.

#### **Public Comment:**

Jeff Deaton spoke about adding a 20 x 34 extension to his hangar. Mr. Deaton said his hangar is very tight for his three aircraft. He spoke of the signage he added to the hangar. He spoke of his large Facebook following and his promotion of the airport. He said his hangar is completely air conditioned and heated. He is requesting a 10-year extension to his ground lease. He said his lease expires in 2023 and he's asking for a ten-year extension. (Research: His lease expires in 2032.) He says that he will spend about \$55,000.00 on the hangar. Mr. Floyd told Mr. Deaton that it would be discussed in closed session and get back with Mr. Deaton.

Chris Chadwick, County Commissioner asked about what is going on with the possibility of building a larger hangar and a possibly a new terminal. He spoke of the newspaper article and the questions about inequitable lease agreements for former Board members. Mr. Floyd said that contractual discussions would have to be discussed in closed session. It was also suggested why didn't they just get the high school to build a storage building and Mr. Floyd said that it was a minimum standards issue. If you do for one, you'd have to do for all. It would have to be maintained, mowed around, and make sure it didn't become dilapidated. Mr. Joyce and Mr. Floyd both said there had been no Board discussion about these subjects.

Mr. Floyd thanked Chad Noble for the reports and for all he does to make everyone happy.

Mr. Vinson stated that he is back at the request of Chairman County Commissioner Wheatly to help finish up projects and complete the Airport Business Manager's training. Mr. Vinson stated that he had recommended that we go through the NCAA to look for someone who is about to retire or is already retired to work two days a week and bring this person in to be the Airport Manager. Mr. Vinson stated that Janie Mason is the Airport Business Manager, and she has grant experience and very good background. Mr. Vinson stated that Ms. Mason is a very stable employee and that she was on her last job 35 years, and she has caught on very well. Mr. Vinson stated that he and Ms. Mason are now in the particulars of financing and grant administration.

Mr. Vinson stated that there are a couple of projects that are very important and he wants to get them underway. He stated that his experience includes 20 plus years with the State Ferry System as their Chief Financial Officer, familiar with DOT and State accounting and has made a lot of good contacts over the years and we are trying to utilize these contacts for the good of the airport.

Three basic principles Mr. Vinson believes in: Honesty, building a solid foundation for your business, pricing structure should be market driven and not under artificial control.

Mr. Vinson stated that our airport is a tremendous financial asset to Carteret County and that it has not been properly capitalized on and if he can live a little longer and work a little harder and have the support of this good Board, we are going to take this airport to the next level.

### **Old Business**

Randy Fender of Talbert & Bright introduced himself and explained the company. Mr. Fender stated that he has been working with the airport since 2018 and that Talbert & Bright has been working with the airport since 2005.

Fuel Farm – There are some one-year warranty items left to do. The Contractor has been contacted to get these items done and then the grant can be closed out.

T-Hangar and Taxilanes Project – Four phase project – Demo, procuring lighting vault, move electrical equipment into the new lighting vault and T-Hangar and Taxilanes. Electrical installation needs to be finished; paving looks great. Inspection hopefully to be scheduled next week. The new fire code requires a radio test for any building over 7500 square feet. An independent test was done, and it passed. The town Fire Marshall is stating that the law requires it to pass with the doors down. Mr. Vinson spoke up and said that no one is going to go into a hangar with a plane on fire and close the door behind them and call for help. It is up to the discretion of the Fire Marshall. There is \$80,000.00 allotted for this system. It is unknown how long it will take to get the radio equipment. If we must have this system, it could very possibly affect the October 1<sup>st</sup> hopeful occupancy date.

Due to excessive weather issues, Trader will not be able to complete project by August 30, 2022. They believe if it were extended until September 9, 2022, they could complete. Mr. Vinson said that Trader has done an outstanding job with the delays that have been totally out of their control and the weather conditions have hindered that as well. Mr. Oliver made a motion to extend the date of completion to September 9<sup>th</sup>, Mr. Ramsey seconded, and it passed unanimously.

Project 321 – NCDOA does not typically support cross wind runways. They have agreed to fund rehab of ours which is unprecedented. No other airport is getting their crosswind runway rehabbed by the state. Runway was constructed in 1943 – it has had two skim coats put on it and these are coming off in sheets which is causing a hazard. The NEPA documentation is approved. DOA has requested a preliminary engineers report and that was submitted to them this week. Runway is 150 feet wide, and it will be narrowed to 75 feet wide. Full pave rehab and full rehab of the lighting and drainage will be updated as well. Waiting on work authorization to do full design. Magnetic declination also needs to be addressed. 321 needs to be changed to 422. FAA say they do want to include this designation in this project but cannot get to it until Summer of 2024. We need to coordinate to see if we can get NOTAMS to do the markings before it is officially designated.

There is not a work authorization to do the full design work for 321 but as soon as the DOA gives us the go ahead, we will submit work authorization. A grant has been approved for the full design amount. Once is put together it will be sent to the Airport for review then it will be sent to DOA for review and an independent fee estimate review to make sure it is on par with the State.

Project – Widening of taxilane to accommodate Hangar 71 & 72 to give more wing clearance. Plans have been put together and it is ready to go to bid. \$295,000.00 BIL funds are planned to be used for this. The funds are in limbo as the State is not administering them currently due to lack of staff. Mr. Vinson stated that the taxilane needs to be completed before the hangars are finished so the ramps can be tied in correctly. The funds are allocated but the airport may have to front the money and get reimbursed to get the project done. A motion was made to go to bid by Mr. Graham and seconded by Mr. Oliver. It passed unanimously. Randy Fender will get that underway.

Project Little Fish – Avwatch - 70 x 70 hangar - Working on cost estimate.

Laughton Property –Airport owned property - working on getting the large pile of dirt spread. Master plan says that six 60 x 60 hangars are planned. Mr. Vinson states that after a scoping meeting he is hoping to possibly get 8 – 10 hangars on it. The cost to get all paperwork and scoping meeting is cost approximately \$8500.00. Talbert & Bright will handle this. Mr. Ramsey made a motion to approve the estimated cost and contract the work and it was seconded by Mr. Oliver. It passed unanimously.

**Closed Session:**

A motion was made by Mr. Joyce to enter in to closed session. Mr. Graham seconded, and it passed unanimously.

**Open Session:**

A motion was made by Mr. Oliver to come out of closed session. It was seconded by Mr. Ramsey and passed unanimously.

A motion was made by Mr. Oliver that Mr. Deaton be authorized to construct a 20 x 34 extension with the rate on that being at the current published rate commencing with the signature of the lease amendment and terminating on the date of his current lease term. It was seconded by Mr. Ramsey. It passed unanimously.

A motion was made by Mr. Ramsey and seconded by Mr. Graham to amend the Avwatch lease to a Ten-Year lease with FOUR – Five year options. It was passed unanimously.

A motion was made by Mr. Graham to adjourn the meeting. It was seconded by Mr. Comer and passed unanimously.

Minutes prepared by Janie Mason

