

CARTERET COUNTY-BEAUFORT AIRPORT AUTHORITY MINUTES

Regular Meeting

April 21, 2022

Video Conference Call

Members Present:

Jon Brearey, Scott Evans, John Floyd, Tom Higgins, WF Parker and Chairman Pat Joyce were present. A quorum was established. Others present were Jesse Vinson, Airport Manager, Kristen Sanner, Business Manager, Anthony Held, Buildings and Grounds Technician, Randy Fender of Talbert and Bright, and members of the public.

Call to Order:

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

Approval of Agenda:

The agenda was reviewed. *Resolved, Mr. Brearey made a motion to approve the agenda as presented, while Mr. Higgins seconded the motion.* The motion was unanimously carried.

Consent Agenda:

The following items were reviewed as a part of the consent agenda: Minutes of March 24, 2022, Committee Reports, Financial Reports, Management Report, FBO Report, and Skydiving Report. *Resolved, Mr. Brearey made a motion to approve the consent agenda as presented, while Mr. Higgins seconded the motion.* The motion was unanimously carried.

Public Comments:

There were no comments from the public.

Old Business:

Talbert & Bright (TBI) Update

Mr. Fender reviewed Talbert & Bright's monthly update which is provided as a part of the agenda packet. For the ALP, TBI is working on grant closeout documentation. For the Fuel Farm project, some closeout documentation has been received from Sunland, but multiple documents are outstanding at this time. For the T-Hangars and Taxilanes project, both the southern and northern hangar foundations and slabs are complete. Drainage pipe and structure installation is complete. Taxilane aggregate base course placement and off-pavement grading is underway. TBI received notice today that the northern hangar materials are delayed and are now anticipated to be on site on 5/18 and the southern hangars materials are anticipated to be onsite on 5/19. Multiple erection crews will be onsite to erect both buildings simultaneously. A time extension of 30 calendar days was granted to Trader Construction due to delivery delays of the hangar building materials. Another extension is likely, as the delay in materials is out of the contractor's hands. Progress meetings are held weekly via zoom. Minutes are prepared and distributed to all attendees. For the Runway 3-21 Rehabilitation project, TBI has started the NEPA documentation process. Topographic survey and subsurface investigation data has been received. Runway rehabilitation options are currently being developed. TBI completed a site visit on 4/13. A work authorization amendment will be submitted after the completion of the Preliminary Investigation phase to complete the design and bid documents. For the Hangar Layout and Permitting Assistance project, Taxilane widening plans are being finalized. TBI sent a WA Amendment to the Airport for review on 4/1 in order to provide additional design as well as bidding assistance for the taxilane widening project. Additional design services (specifications) are required due to the Airport wanting to use BIL funds to pay for construction. For the Project Little

Fish work, both grants (hangar upfit and new hangar site preparation) are now in place. The Airport executed a WA Amendment to provide site preparation design and bidding services for Hangar # 75 on 3/22.

The board discussed the BIL funds and designation of projects for those funds, the taxilane widening project, and how the old fuel farm asphalt will be removed and paid for.

Chairman's Report:

Chairman Joyce acknowledged that everything is running smoothly at the Airport and Mr. Held has been working with John Deere to get the tractor fixed. Chairman Joyce has spoken with potential builders of ground lease properties and believes that all seven new ground leases will take effect on July 1, 2022. The rotating beacon was mentioned, and Mr. Held confirmed that he has fixed the issue with its photocell.

Mr. Noble noted that he is getting a new buzzer for the FBO gate which will allow for the FBO to open the gate only when necessary and should cut back on some of the auto traffic that has been seen driving down the ramp and taxiway lately.

Closed Session:

Resolved, Mr. Parker made a motion to enter into 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 Mr. Brearey seconded the motion. The motion was unanimously carried.

Hearing no further discussion Mr. Higgins made a motion to return to Regular Session, while Mr. Brearey seconded the motion. The motion was unanimously carried.

Hearing no further discussion, Chairman Joyce made a motion to adjourn, while Mr. Higgins seconded the motion. The motion was unanimously carried.

Respectfully Submitted,

Jesse Vinson
Airport Manager / Secretary to the Board

Minutes prepared by:
Kristen Sanner