

## **Carteret County Beaufort Airport Authority**

### **Board Meeting**

**September 26, 2024**

**Present:** Chris Chadwick, Jesse Vinson, Jimmy Farrington, Dean Graham, Randy Ramsey, Bucky Oliver

**Zoom:** Jimmy Falwell

**Others Present:** Janie Mason – Airport Manager, Peggy Piner – Finance, Anthony Held – Building & Grounds, Chad Noble – FBO Manager.

Chairman Chadwick called the meeting to order and led the Pledge of Allegiance and read the conflict-of-interest statement. There were no conflicts.

**Approval of Agenda:** A motion was made by Mr. Farrington to approve the agenda as presented. Seconded by Mr. Vinson and passed unanimously.

**Consent Agenda:** A motion was made by Mr. Farrington to approve the consent agenda. Seconded by Mr. Vinson and passed unanimously.

**Public Comment:** There was no public comment.

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

Janie Mason presented the update from Talbert & Bright in their absence.

**Runway 3-21 Rehabilitation Construction:** Contract completion date is currently October 22, 2024. The asphalt paving was completed on September 6<sup>th</sup>. Pipe installation and airfield lighting installation have started. Construction progress meetings are held every week alternating between on-site and virtual meetings. Minutes are distributed after each meeting. Talbert & Bright are working with the FAA on the 7480 to officially decommission Runway 14-32. This process is currently awaiting FAA approval of the Pen and Ink update to the Airports ALP that was submitted in April of 2024. Flight checks to chart Runway 4-22 are scheduled to be completed in June 2025.

**Laughton Property Preliminary Permitting Coordination:** An application for BIL AIG funds to cover the design costs associated with this work authorization amendment as well as the original Work Authorization and Amendment No. 1 was submitted to the NCDOA on June 6<sup>th</sup>. The NCDOA has confirmed that this application has been passed on to the FAA. It will take approximately 4 months from submission of this application before these funds

are available – approximately mid-October. Copies of this Work Authorization will be sent to the Airport for execution once the grant funds have been made available.

**NC-101 Relocation:** There are no changes. Talbert & Bright is currently reevaluating the immediate scope of the project with our roadway design subconsultant to fit within the airports allocated budget. A Work Authorization will be sent to the Airport for review once this scope has been finalized.

**Terminal Building Concept Study and Preliminary Terminal Area Site Design:** Talbert & Bright submitted a draft work authorization to the Airport for review on September 16<sup>th</sup> and, after Airport concurrence, submitted the work authorization to the NCDOA for review on September 19<sup>th</sup>. Talbert & Bright will prepare a grant application for project funds once concurrence from the NCDOA is received. This study will be funded using FY 22 NPE funds.

**Runway 8-26 Extension Land Acquisition:** The Airport has requested that Talbert & Bright provide a work authorization to assist the Airport in acquiring property on the Runway 26 end via fee simple. Talbert & Bright is currently coordinating a scope with their land subconsultant and will provide a work authorization for review once completed.

Chairman Chadwick stated that for the first time we had received some matching funds from the Town of Beaufort. That he and Ms. Mason had met with the Town Manager and the Mayor and with input from Mr. Oliver the request was approved. We have received the funds. Mr. Oliver stated that it was a good ask.

#### **New Business:**

Collaboration with Town of Beaufort Fire Department and Carteret Community College to conduct Airport Fire Training. Chief Tony Ray is interested in putting together an Aircraft Rescue Fire Fighter (ARFF) certification course in the Spring of 2025. He has located two people who are willing to donate two fuselages for this training. He is requesting to place them at the Law Enforcement Lane Property. There will be no live fire training on site. It will be simulated smoke. Mr. Vinson asked if the training smoke would interfere with flying planes. Ms. Mason stated if needed she could file a NOTAM. Mr. Vinson stated that we would need a hold harmless agreement. Mr. Oliver agreed that if we do it, we would need a written agreement. Mr. Vinson stated that we could get the County Attorney to draw up an agreement. Mr. Oliver asked how long we should make the agreement. It was suggested that the agreement just be for a few years in the event that we wanted to develop the property. Mr. Oliver suggested that we include maintenance, indemnity and a 5-year term as the conditions of the lease. Ms. Mason stated that when she gets more information from the college and Chief Ray she will contact the County Attorney and ask about an

agreement. Mr. Oliver made a motion to allow the college to use the property. It was seconded by Mr. Graham and passed unanimously.

Mr. Oliver stated that in the future he would like to model the hangar development near 14-32 when it is closed. He stated he would like to model it with the improvements that future taxiways, etc. would be paid for by tenants as they are building their buildings. He said he'd like to test the market and see how it is received.

Ms. Mason stated that she had sent out a mass email to everyone on the hangar waiting list and the ground lease waiting list to see if they were still interested in remaining on the list. She stated she had 6 to remove their name but the rest were still interested.

Mr. Vinson stated that one thing that he has advocated for was that he thinks that the Board should have a work session for one day where the Board can sit down, away from the Airport and discuss what the goals are, and ambitions are and what the challenges may be. He stated that then a future plan for the airport could be put together.

It was discussed putting a maintenance building on the concrete pad on the Ground Lease #69. This was marketed as a ground lease, but we have not had any luck having anyone build on it. This would be an opportunity to get the tractor and maintenance equipment out of the elements to keep them from being damaged or having rust due to salty air and weather. Ms. Mason is going to call around and see if she can get an idea of how much this would cost.

There was no closed session.

Minutes prepared by: Janie Mason