

Duplin County Airport Commission Meeting Minutes-July 25th, 2023 @7:00PM

Members Present:

Jack Alphin, A.J. Connors, Roger Davis, Larry Debose, Scotty Kennedy, Grey Morgan, Jerry Tysinger, Joe Bryant

Members Absent:

Dexter Edwards

Staff Present:

Josh Raynor, Interim Airport Director

Visitors/Guests Present:

Jennifer Martin Parrish & Partners,

Agenda – July 25th, 2023

1. Call to Order – Invocation – Introductions
2. Approval of June 13th, 2023 Special Called Meeting Minutes*
3. Current design project updates (*Airport Capital Improvement Projects Worksheet*)
 - a. Twy A3 Connector
 - b. Fuel Farm
 - c. SWPPP-SPCC update
4. NCFS project update
5. NCFS permission for Logo* (*NCFS Logo*)
6. Airport O&M Budget Report* (*Airport Operations Budget Spreadsheet*)
7. June and current July Fuel Report, yearly totals, and misc
-*Fuel Sales/Bar Graph, Fuel Purchased Spreadsheets*
8. DPL Logo update?
9. Adjourn *

Business Conducted as Follows:

1. The meeting was called to order at approximately 7:17 pm by Chairman Jack Alphin. Chairman Alphin welcomed everyone and our guest, Jennifer Martin. He then asked A.J. Connors to give an invocation.
2. Chairman Alphin opened the floor for the approval of the June 13th, 2023 Special Called meeting minutes. Joe Bryan made a motion to approve with a second from Grey Morgan and the motion passed.
3. Jennifer Martin informed the board that both, the fuel farm design and twy A3 design were at about 60% design, they were going through internal Q&A and QC, no expected completion date yet. Josh went over the fund balance for active projects. Josh mentioned updating SWPPP-SPCC and that was underway with the help of P&P. Jerry Tysinger asked about plan to maintain the 500' radius. Discussed followed about potential ideas to maintain.
4. Gave update on NCFS concrete work. Only remaining work is sealing the edges. Waiting for weather to cooperate.
5. Robert Delleo asked for permission to paint NCFS logo on heli parking area. Everyone was supportive. Motion to approve painting of NCFS logo on concrete made by Jerry, seconded by Roger.
6. Josh gave update on Airport Operating Budget and how the airport ended for last fiscal year. Roger asked about how much money we actually used from fund balance. Mayor Connors asked why we went over on salary and it was explained that with George's passing, his vacation pay was the reason for the slight over spending on salaries.
7. Fuel reports by Josh on current month and how we end last fiscal with most gallons sold in one month.
 - a. Misc Items
 - i. Lightning strikes that knocked out Rwy 5 PAPIs and Rwy 5 REILs, being fixed from Rifenburg
 - ii. Airforce to do LZSO August 22-23
 - iii. Holden DuBose based Beechjet 400A here for the foreseeable future.
8. Josh purposed updating DPL logo with the help of 57 Marketing and potentially unrolling that with the 50th anniversary. Was instructed to come up with a few potential ideas and bring them back to the board to look at.
9. Chairman Alphin asked to go into closed session with board and Jennifer Martin and myself were excused.
10. Adjourning motion was made during closed session. TBD