

Duplin County Airport Commission Special Called Meeting Minutes-June 13th, 2023 @7:00PM

Members Present:

Jack Alphin, A.J. Connors, Roger Davis, Dexter Edwards, Scotty Kennedy, Grey Morgan and Jerry Tysinger

Members Absent:

Larry Debose

Staff Present:

Josh Raynor, Interim Airport Director

Visitors/Guests Present:

Tim Gruebel, P.E., Parrish & Partners,

Agenda – June 13, 2023

1. Call to Order – Invocation – Introductions
2. Approval of April 25th, 2023 Minutes*
3. Review Fuel Farm designs from Parish & Partners
 - a. Fuel Farm Location discussion*
 - b. Taxiway A3 Design update from Tim
4. US Customs and Border Protection Facility update
5. AWOS Update
6. Airport Commissioner Terms*
7. Status Report on Current Airport Improvement Projects
 - a. NCFS Heli Pad/Concrete project-AvCon
 - b. Drainage-AvCon
8. Airport O&M Budget Report
9. May Fuel Report and miscellaneous (MFV hgr, NCFS official lease)
10. Executive discussion called by Jack Alphin
11. Adjourn *

Business Conducted as Follows:

1. The meeting was called to order at approximately 7:16 pm by Chairman Jack Alphin. Chairman Alphin welcomed everyone and commented that this was not the new format for the meeting. Next time pork and beans would be served. Explanation for the reason for the special called meeting, in order to keep P&P from falling behind. He then asked A.J. Connors to give an invocation.
2. Chairman Alphin opened the floor for the approval of the April 25th, 2023 meeting minutes. Grey Morgan made a motion to approve with a second from Aj Connor and the motion passed.
3. Tim Gruebel and Josh went over the fuel farm location possibilities. Discussion followed with aide of layouts P&P had put together. Ultimately decided to keep fuel farm in present location. Motion was made to keep fuel farm where it is by Jerry Tysinger and second by Joe Bryant. Motion passed. Tim updated board on taxiway design. P&P is about 30 days away from submitting 60% plans to FAA for comments.
4. US Customs and Board Protection facility discussion by Josh. Josh informed conversation with CBP agents, signing of NDA to get document for facility. It seems rather more involved than maybe originally thought. Board tasked Josh and Jerry Tysinger to continue pursuing at little to no cost of airport. Need to talk to tenants that are interested and see if they are willing to contribute financially.
5. AWOS update by Josh. Returned phone to Jimmy Capps and was informed that the FAA issued a revision (JO 6560.20 Revision C) and that any AWOS commissioned before 2017 only had to have 500' radius in compliance. So, that ends talk of moving AWOS or purchasing land for 1000' radius.
6. Airport Commissioner terms that are set to expire at the end of month (June 30, 2023) were reviewed at time of meeting, Jack Alphin, AJ Connors, and Jerry Tysinger all agreed to continue to serve and were voted on and will be recommended to BOCC to reappoint them to another three years, ending on June 30, 2026. Motion made to recommend re-appointment of four commissioners to BOCC by Joe and second by Scotty. Larry Debose was called the following day to confirm his service.
7. Quick update on AvCon projects with photos. Areas to be concreted at NCFS have been dug out, rocked, and ready for concrete Wednesday, June 14th, 2023. Drainage repairs to begin after concrete work is finished.
8. The Airport O&M Budget was presented by Josh Raynor, reviewed, discussed and entered into the minutes as information. Dexter mentioned purchasing all the fuel we could with this budget's monies if possible.
9. May fuel report, will be highest volume of fuel ever sold this year. June current numbers (7,919 gallons both fuels). Courtney to share plans for updating and adding office and bathroom to MFV hgr coming soon. NCFS official lease in hand.

10. Chairman Jack Alphin asked for executive discussion and Josh stepped out
11. There being no further business to conduct, the meeting was adjourned upon a motion by Grey Morgan and a second by Scotty Kennedy.