

Duplin County Airport Commission Meeting Minutes - September 26, 2023 @7:00PM

Members Present	Members Absent	Airport Staff	Visitors/Guest Present
Jack Alphin	Dexter Edwards	Josh Raynor, Airport Director	Tim Gruebel, P&P
Larry Debose			George Wood, Interim County Mgr
Roger Davis			
AJ Connors			
Scotty Kennedy			
Jerry Tysinger			
Joe Bryant			
Grey Morgan			

Business Conducted as Follows:

1. Jack asked for an executive discussion before the meeting began.
2. The meeting was called to order at approximately 7:18 p.m. by Chairman Jack Alphin. Chairman Alphin welcomed everyone and our guests, Tim Gruebel and George Wood. He then asked A.J. Connors to give an invocation. The board went around and introduced themselves to George and then George gave an update on the county and his vision for the county. The state budget was heavily discussed during Mr. Wood's comments.
3. Chairman Alphin opened the floor for the approval of the August 22nd, 2023 meeting minutes. Jerry Tysinger made a motion to approve with a second from Larry Debose, motion passed.
4. The board was presented with a brief overview of the improvements Murphy Family Ventures wishes to make to the county-owned hangar they currently rent. They would like permission to invest their capital and work out an agreement with EDC to get their tax base back. The board would like a more in-depth report of the improvements they would make. The board agreed to let EDC see if they can make that agreement, pending the additional information from MFV. Was also agreed to ask the MFV group to consider building a new hangar altogether. Tim suggested a public-private partnership and share the cost of a new hangar.
5. Airport CIP spreadsheet presented to the board to show funding amounts in each project.
 - a. Changer order request for River Landing Builders in the amount of \$1,300 was approved, motion made by Larry Debose to approve and second by Scotty Kennedy, voted and passed.
 - b. Drainage Repair phase 1 completed
 - c. Drainage Repair phase 2 nearly completed, inspection by AvCon to follow, final payment.
 - d. Taxiway A3 design, behind schedule, at 90% plans, submitted to NCDOA soon, sign issue discussion
 - e. Fuel farm design, submitted to NCDOA and under review, cost estimate was shared.
6. Discussion of the state budget. Roger shared more information on the budget.
7. Customs and Border Protection update was given. Spoke with Barry about the over-flight permit and whether DPL would be required here. Barry introduced me to Todd who will be taking over. Fiber internet would cost over \$700/mth for the facility.
8. Letter of Agreement was presented from the NCDOA for the Safety, Preservation, and Maintenance (SPAM) Program to be renewed for five years. Motion made by Scotty Kennedy and seconded by Jerry Tysinger to sign the agreement, voted and passed.
9. Josh gave an update on the Airport Operating Budget. So far everything is looking good. The board was informed that we have received the first payment for Campbell's Incentive of \$10,000 and will be in miscellaneous revenue.
10. Director's Notes
 - a. Fuel Report was included, Av Gas 1,327 gallons, Jet-A 8,865 gallons, Total of 10,191 gallons as of meeting date.

- b. GPU outlet quotes were presented. A motion was made to accept the quote and move forward with Houston Electric for approximately \$1,800. Motion made by Jerry seconded by Roger, voted and passed.
 - c. Quotes for painting shared, agreed to wait until closer to the end of the year to make sure the money is available in the budget for this fiscal year.
11. Four logos were presented to the board for their input, and directions for the third round of design mock-ups were discussed.

Comments from Jack congratulating Josh on becoming the Airport Director.

12. An adjourning motion was made by Joe Bryant and seconded by Roger Davis.

Previous Agenda – September 26th, 2023

1. Start the meeting with Invocation and Introductions.
 2. Approval of the Meeting Minutes of August 22nd, 2023. *
 3. Discuss MFV Hangar Improvements.
 4. Updates on the Airport Capital Improvement Projects Worksheet, including:
 - a. Change Order Request for RLB in NCFS-Hangar *
 - b. Completion of Drainage Repair - Phase I
 - c. Ongoing Drainage Repair - Phase II
 - d. Design of Taxiway A3
 - e. Fuel Farm Design
 - i. Cost Estimate
 5. Discuss the State Budget news.
 6. Update on C&BP.
 7. SPAM Program and Letter of Agreement. *
 8. Review the Airport O&M Budget Report (Airport Operations Budget Spreadsheet).
 9. Director's Notes, including:
 - a. Fuel Report
 - b. Quotes for GPU plug
 - c. Quotes for Painting Terminal Building
 10. Discuss the DPL Logo.
- End the meeting with Adjournment. *