

Duplin County Airport Commission Meeting Minutes-October 25, 2022 @ 7:00PM

Members Present:

Jack Alphin, Roger Davis, Dexter Edwards, Scotty Kennedy, Grey Morgan

Members Absent:

Joe Bryant
A.J. Connors
Jerry Tysinger

Staff Present:

George Futrelle, Assistant County Manager / Airport Director
Josh Raynor, Airport Operations Manager

Visitors/Guests Present:

Jennifer Martin, P.E., Parrish & Partners

Agenda – October 25, 2022

1. Call to Order – Invocation - Introductions
2. Approval of September 27, 2022 Meeting Minutes *
3. Airport O&M Budget Report
4. Active Project Updates
 - a. Master Plan
 - b. AWOS Critical Area Clearing – Still no news from FAA
 - c. NCFS Hangar Complex – Still waiting NCDOA Engineer
 - d. Drainage Assessment –Informal Bid – RLB \$41,000 *
5. Miscellaneous – Fuel Sales Report
6. Adjourn *

Business Conducted as Follows:

1. The meeting was called to order at approximately 6:42 pm by Chairman Jack Alphin. Chairman Alphin welcomed everyone and asked George Futrelle to give an invocation. Jennifer Martin was introduced to Grey Morgan.
2. Chairman Alphin opened the floor for the approval of the September 27, 2022 meeting minutes. Dexter Edwards made a motion to approve the minutes as recorded. Roger Davis seconded the motion and the motion carried.
3. The Airport Operations & Maintenance (O&M) Budget was reviewed and discussed and entered into the minutes as information. Josh Raynor explained that it is now necessary to amend the budget to allocate more fuel revenue and expense accordingly due to the increase in cost and sales relative to what was initially forecasted/budgeted.
4. An update was given on the status of the current grant projects.
 - Futrelle reported that FAA & NCDOA have approved the Master Plan and Chairman Alphin had signed the ALP documents tonight to be sent back to Raleigh to NCDOA for their signature and seal. The Master Plan is good for 20 years, updated at 10 years or as needed.
 - Still no word from FAA on the study of the wind sensor issue relative to the AWOS critical area.
 - The NCFS Project update was given. Futrelle reported that he was still waiting on word from NCDOA's third-party engineer but he has heard that they're looking at the possibility of the asphalt being too cool when it was laid.
5. Futrelle reported that informal quotes were solicited from NCDOT pre-qualified contractors. Only one proposal was received; \$41,000 from River Landing Builders, LLC. The NC Division of Aviation has approved this proposal and Futrelle recommended it be approved by the board. A motion to approve was made by Grey Morgan and seconded by Larry Debose. The motion carried unanimously
6. Under Miscellaneous; Josh Raynor reported on fuel sales. Roger Davis gave an update on EDC activities. Dexter Edwards asked about deer control at airport. Pavement issue at NCFS was discussed. Futrelle reminded the Board that they had previously authorized him to issue a new RFQ for engineering services and asked for their concurrence on same. Dexter Edwards motioned to issue RFQ and Roger Davis seconded the motion. The motion carried unanimously.
7. There being no further business to conduct, the meeting was adjourned upon a motion by Dexter Edwards and a second from Larry Debose.