

## **Duplin County Airport Commission Meeting Minutes-November 23, 2021 @ 7:00PM**

### **Members Present:**

Jack Alphin, A.J. Connors, Roger Davis, Larry Debose, Dexter Edwards and Jerry Tysinger

### **Members Absent:**

Joe Bryant, Ricky Kennedy, Bob Quinn

### **Staff Present:**

George Futrelle, Assistant County Manager / Airport Director

Josh Raynor, Airport Operations Manager

### **Visitors/Guests Present:**

Representative Jimmy Dixon

Jennifer Martin, P.E., Parrish & Partners

Marty Wynn, AVCON, Inc.

Courtney St. Pierre, River Landing Builders

### **Agenda-November 23, 2021**

1. Call to Order – Invocation - Introductions
2. Approval of November 2, 2021 Minutes
3. NCFS Project Update – Marty Wynn – Change Order #5 = \$253,600
4. Master Plan Update – Jennifer Martin
5. AWOS Critical Area CATEX – P&P Work Authorization #4 = \$8,876
6. Volume Discount on Fuel – Josh Raynor
7. Miscellaneous
8. Adjourn

### **Business Conducted as Follows:**

1. The meeting was called to order by Acting Chairman Jack Alphin. at 7:17 pm. An invocation was given by George Futrelle. Jack Alphin thanked Representative Dixon for attending our meeting and offered him the floor for remarks. Representative Dixon said it “was a pleasure to bring folks to this airport,” and he thanked the Board for all they do. He also reported on the state budget and the funding he and Senator Jackson were able to secure for Duplin County. Representative Dixon thanked the Board for the invitation and left to go pick up his granddaughter from Church. Jack Alphin asked Roger Davis to give an update from EDC. Roger explained the funding that was in the budget for the NCFS Regional Office and Training Center and also announced that Joe Melvin, the Director of the Southeast Region had resigned to take a job in another state and that it was a big loss for NC.
2. The minutes of the November 2, 2021 meeting were approved upon a motion made by Dexter Edwards and seconded by Roger Davis.
3. NCFS Project Update - George Futrelle asked Marty Wynn and Courtney St. Pierre to give a more in-depth update after briefly describing the latest issue with the unsuitable soil. Marty explained that the first “fix” recommended by Terracon did not work and created a “waterbed” scenario, therefore, the next step was to remove the one foot of stone base and geofabric, undercut two more feet, re-apply fabric and fill with sand, then place stone base. Marty explained that most of the stone base would be reused but some would be sacrificed. Dexter Edwards asked about the deadline to pave with cold weather. Courtney St. Pierre explained the “shuttle buggy” that would be used to re-heat the asphalt when it arrived on site before it is placed. Getting the first layer of asphalt down soon is very critical. The possibility of shutting down the job and resuming next Spring was discussed but both Marty Wynn and Courtney St. Pierre believe it is best to press on. It was the consensus to move forward and hope the warmer temperatures and dry weather prevails. Courtney gave an update as to what had been accomplished recently and what was planned to finish so that a Certificate of Occupancy (CO) could be received by December 8<sup>th</sup>. George Futrelle mentioned the possibility of trying to work with the NCFS to be able to move their office furniture in sometime during December with the hopes of rent beginning on January 1, 2022. Futrelle reported that EDC staff was taking

the lead on planning the ribbon cutting event for January 20, 2022 and that a "Save the Date" email would be sent soon. Change Order #5 in the amount of \$253,600 was presented for approval. A.J. Connors made a motion to approve CO #5, seconded by Jerry Tysinger. The motion carried. Futrelle mentioned that CO #6 would come as soon as the NCDOT approved additional funding for the additional undercut of unsuitable soil and that if we did not have a meeting in December he would send out via email for approval.

4. Jennifer Martin reported on the status of the Master Plan Project, stating that Parrish & Partners plans to get the draft to NC Division of Aviation by December. She will be sending the final chapters to Futrelle to review via thumb drive and once it is approved it will go to NCDOT and FAA. It is hoped that the EDC Master Plan will be finished up shortly after the Airport Master Plan has been completed.
5. The AWOS Critical Area Project was discussed. Futrelle suggested that we move forward with NPE 2020 funds of \$150,000 to do the boundary flagging, environmental work required, log the trees and then call FAA in for inspection. The next step would be to design and bid clearing and grubbing of all that we own within the 500' radius and then move forward with procurement, environmental, clearing and grubbing of the 1,000' foot radius if required and funded. Futrelle report that NCDOT Aviation is taking the stand that since this is an FAA requirement, FAA NPE funds should be used to clear the critical area but no state funds. The issue is, that at only \$150,000 per year in NPE funds, it will take several years to complete acquisition, clearing and grubbing of our 1,000-foot critical area based on an engineering estimate of around \$800,000. Futrelle presented Parrish and Partners Work Authorization #4 in the amount of \$8,876 for the purpose of environmental surveys including wetland delineation and a categorical exclusion (CATEX) for NCDOA review and approval. Discussion followed regarding the approximate 1.2 acres of timber owned by Stan Draughon. Dexter Edwards suggested we might consider declaring our small piece surplus and working with Mr. Draughon to have both his, and our trees cut. George Futrelle will contact Mr. Draughon to discuss further. Larry Debose made a motion to approve Parrish and Partners Work Authorization #4 in the amount of \$8,876.00. The motion was seconded by A.J. Connors and the motion carried.
6. Josh Raynor presented a power point presentation on our current "based customer" fuel discount compared to a proposed "volume discount." The need to move away from giving a discount on fuel (and services) based on the fact that a particular customer is physically "based" at DPL and paying ad-valorem taxes is necessary because it is in violation of FAA Airport compliance and grant assurances. Futrelle reported that it would be necessary to move from the "based" (based on ad-valorem tax listing) aircraft fuel discount prior to the NC Forest Service relocation since the NCFS had requested a "based" discount, but they won't qualify under our current program because they are won't be paying county taxes. Discussion followed. Roger Davis made a motion to approve the volume discount proposed by Josh Raynor. A.J. Connors seconded the motion and the motion carried. The "based" discount was discussed further. Jack Alphin suggested more information be provided relative to fuel costs and discounts provided. Dexter Edwards agreed more information was needed to make a good decision on the issue. Josh Raynor will prepare a report to show fuel sales and discounts for "based" versus transient fuel sales and send to the board and the matter will be discussed further at the next meeting.
7. The guests were excused and the board entered into executive session to discuss professional service contracts. A motion was made by Dexter Edwards and seconded by Roger Davis to direct Futrelle to work with County Attorney, Tim Wilson, or to take whatever action necessary to initiate an RFQ for multiple full-service on-call engineering services. The motion carried.
8. There being no further business, a motion to adjourn was made by Dexter Edwards and seconded by A.J. Connors. The motion carried and the meeting was adjourned.