

Duplin County Airport Commission Meeting Minutes-March 22, 2022 @ 7:00PM

Members Present:

Jack Alphin, Joe Bryant, A.J. Connors, Roger Davis, Larry Debose, Dexter Edwards, Scotty Kennedy, Bob Quinn and Jerry Tysinger

Members Absent:

None

Staff Present:

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

Visitors/Guests Present:

Jennifer Martin, P.E., Parrish & Partners, PLLC
Jeff Kirby, P.E., Parrish & Partners, PLLC
Courtney St. Pierre, River Landing Builders

Agenda – March 22, 2022

1. Call to Order – Invocation - Introductions
2. Approval of February 22, 2022 Meeting Minutes *
3. Proposal from Courtney St. Pierre – Chief Pilot, Murphy Family Ventures
4. NCFS Project Update
 - a. RLB Change Order #7 (FINAL) *
5. Airport O&M Budget Report
6. AWOS Project Discussion
7. Project Brief for Airport Infrastructure Upgrades
8. Project Prioritization & Bipartisan Infrastructure Law (BIL) \$159,000*
9. Miscellaneous
 - a. Resolution Presentation for Ricky Kennedy – April 18, 2022 at 6:00 pm
 - b. Fuel Farm Tank Addition Project
 - c. Trees Down – Runway 23 Approach
 - d. Fuel Sales Report - Josh
10. Adjourn

Business Conducted as Follows:

1. The meeting was called to order by Chairman Bob Quinn at 7:04 pm. An invocation was given by A.J. Connors. Scotty Kennedy was introduced and welcomed as the newest member of the Airport Commission. Jeff Kirby and Jennifer Martin were welcomed.
2. The minutes of the February 22, 2022 meeting were approved upon a motion made by Larry Debose and seconded by Roger Davis.
3. Courtney St. Pierre, Chief Pilot for Murphy Family Ventures, LLC addressed the board regarding the possibility of making certain improvements to the hangar they occupy, such as, adding a small lean-to office/flex and restroom, big fan, insulation, paint and floor refurbishment, etc. MFV proposes to accomplish the work in return for reduced monthly hangar rent until the amount of upgrade expense has been satisfied. Futrelle advised the board that this hangar was built in 1994 and it was certainly in need of refurbishing, along with the adjacent 1990 corporate hangar as well. Futrelle recommended that a cost estimate be developed along with a simple layout exhibit to be presented at the next meeting. It was noted that the time to refurbish the corporate hangar would be while the subcontractors are on site.
4. The NCFS Project update was given and the final project cost summary was reviewed and discussed. The final change order #7 with River Landing Builders, LLC was presented. The change order is a credit amount of (\$35,472.30) and no additional contract days. A motion to approve and submit to the BOCC was made by Dexter Edwards and seconded by Joe Bryant. The motion carried.
5. The Airport Operations & Maintenance (O&M) Budget was reviewed and discussed. It was noted that the budget had been increased by \$200,000 to appropriate additional funds with which to buy fuel for re-sale.

6. The AWOS project was next on the agenda. Discussion centered on the pros and cons of moving the AWOS versus trying to work through the constraints of the existing site. It was the consensus that moving the AWOS out of the wetlands and potential environmental impacts would be overall best for long-term, however that will very likely cost more. There was discussion on funding for the relocation which took us to the next item on the agenda.
7. Jennifer Martin and George Futrelle explained the Project Brief for Airport Infrastructure Upgrades document prepared by Jennifer / Parrish and Partners for the purpose of submitting to our Legislators for their consideration of “place named” state funding. It is hoped that funds will be approved for a new fuel farm, however funds are being requested for the AWOS relocation and a new corporate hangar and apron expansion as well. More to come on this matter.
8. Jennifer explained the BIL funds available for DPL in the amount of \$159,000 which requires a 10% local match. She explained that NCDOA needed to know whether we would accept or defer funding by April 1, 2022. It was the consensus of the board to accept the BIL funds and use them toward the AWOS relocation project. Futrelle reported that we do have the required 10% match in the budget in order to accept the funds.
9. Under miscellaneous items, the resolution for Ricky Kennedy was planned. Josh and George provided an update on the NCFS fuel tanks relocation project. Josh reported that the trees encroaching the runway 23 instrument approach were cut down for \$500. It was noted that the trees were extremely large trees and that \$500 was reasonable for the work. Josh reported on the increased fuel sales and provided a graph showing the steady increased cost per gallon for both fuels.
10. There being no further business to discuss, the meeting was adjourned upon a motion by Joe Bryant and a second by Dexter Edwards.