

## **Duplin County Airport Commission Meeting Minutes-September 27, 2022 @ 7:00PM**

### **Members Present:**

Jack Alphin, Joe Bryant, A.J. Connors, Roger Davis, Dexter Edwards, Scotty Kennedy, Grey Morgan

### **Members Absent:**

Larry Debose  
Jerry Tysinger

### **Staff Present:**

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

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

Bob & Rhonda Quinn  
Marty Wynn, P.E., AVCON, Inc.

### **Agenda – September 27, 2022**

1. Call to Order – Invocation - Introductions
2. Approval of August 23, 2022 Meeting Minutes \*
3. Airport O&M Budget Report
4. Active Project Updates
  - a. Master Plan
  - b. AWOS Critical Area Clearing
  - c. NCFS Hangar Complex
  - d. Drainage Assessment – AVCON Task Order \$4,682\*
5. New Project Requests – New Fuel Farm Design / Connector Taxiway Design
6. Miscellaneous – Fuel Sales Report
7. 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 thanked those who attended the BOCC meeting for the resolution presentation for Bob Quinn. Chairman Alphin asked A.J. Connors to provide the invocation. Chairman Alphin welcomed Grey Morgan as the newest member of the Airport Commission and asked everyone to introduce themselves. After introductions, Chairman Alphin asked Bob and Rhonda Quinn to join us, thanking them for the wonderful meal they provided. Chairman Alphin then made fine remarks about Bob's outstanding service to the Airport Commission and presented him with a plaque from the Board. Bob offered kind remarks and thanked everyone for their support throughout the years.
2. Chairman Alphin opened the floor for the approval of the August 23, 2022 meeting minutes. Dexter Edwards made a motion to approve the minutes as recorded. A.J. Connors seconded the motion and the motion carried unanimously.
3. The Airport Operations & Maintenance (O&M) Budget was reviewed and discussed and entered into the minutes as information. George Futrelle and Josh Raynor explained that we were already at 55% of projected fuel sales revenue for the whole year in just under one quarter and it would be necessary to amend the budget to allocate more fuel revenue and expense accordingly.
4. An update was given on the status of the current grant projects.
  - Futrelle reported that NCDOA has approved the Master Plan and Parrish & Partners will be wrapping the project up real soon.
  - The AWOS critical area tree clearing was discussed. Futrelle reminded the board that we had about \$8,200 in getting the AWOS turned back on but it is still carries the Notice to Airmen (NOTAM) as wind speed and direction being "unreliable." Futrelle advised that he had contacted FAA in Oklahoma City and requested an aeronautical study to be conducted to determine if the sensor is indeed unreliable now since the trees have been cut, and the fact that it was totally reliable for the preceding twenty-five years. Initial

contact and discussion with FAA proved promising, in that the term “grandfathered in” was mentioned. More to come on this item for sure.

- The NCFS Project update was given. Futrelle reported that the NCDOA’s on-call third-party engineer had visited the site but we’ve not received any word as to what they have determined.
  - Futrelle reported that NCDOA is allowing us to request and receive informal bids for the repair work to be done by pre-qualified contractors. AVCON is preparing an RFP for submittal to several contractors for pricing. AVCON’s fee proposal for the work was presented in Task Order #2021-2, amendment #1 in the amount of \$4,682. A motion to approve the Task Order was made by Scotty Kennedy and seconded by Roger Davis. The motion carried.
5. Futrelle reported that he, Marty Wynn, James Moose and Tommy Mann met via TEAMS meeting to discuss how to advance some of our potential projects to the design stage so they might be picked up next fiscal year or beyond for funding. The new fuel farm and the final connector taxiway projects were discussed. Mr. Mann, our Airport Project Manager with NCDOA has agreed, if the Board so desires, to allow the use of NPE funds for the design of a new fuel farm and a new connector taxiway “C” (Charlie) as shown on our Airport Master Plan list of approved projects. Previously, all of our NPE funds had to be earmarked for the AWOS project, however, this approval became possible once the AWOS wind sensor was turned back on. Futrelle recommended and requested the Board approve allocating a portion of our FAA-NPE (non-primary entitlement) Funds for the purpose of getting both of these projects designed. Roger Davis made a motion to approve and Scotty Kennedy seconded the motion. The motion carried. Futrelle will bring the potential design proposal Task Orders back to the board once they have been received and reviewed/approved by NCDOA.
  6. Under Miscellaneous; Josh Raynor had already reported on the increased fuel sales during the O&M budget discussion.
  7. There being no further business to conduct, the meeting was adjourned upon a motion by Joe Bryant and a second by Dexter Edwards.