

Duplin County Airport Commission Meeting Minutes-December 28, 2021 @ 7:00PM

Members Present:

Jack Alphin, A.J. Connors, Roger Davis, Larry Debose, Bob Quinn and Jerry Tysinger

Members Absent:

Joe Bryant, Dexter Edwards and Ricky Kennedy

Staff Present:

George Futrelle, Assistant County Manager / Airport Director

Josh Raynor, Airport Operations Manager

Visitors/Guests Present:

Marty Wynn, AVCON, Inc.

Agenda-December 28, 2021

1. Call to Order – Invocation - Introductions
2. Approval of November 23, 2021 Minutes
3. NCFCS Project Update-Marty Wynn
4. Master Plan Update – George Futrelle for Jennifer Martin
5. AWOS Critical Area Clearing Project Update
6. Volume Discount on Fuel-Josh Raynor
7. Miscellaneous
8. Adjourn

Business Conducted as Follows:

1. The meeting was called to order by Chairman Bob Quinn at 7:18 pm. An invocation was given by A.J. Connors.
2. The minutes of the November 23, 2021 meeting were approved upon a motion made by A.J. Connors and seconded by Roger Davis.
3. Marty Wynn provided an update on the status of the NCFCS Hangar Project, advising the board that the aircraft parking apron and vehicle parking were both paved. There was a small amount of additional, deeper undercut on the south end of the aircraft parking apron but it was repaired successfully. The Certificate of Occupancy was achieved for both hangars on 12.22.2021. The contract end date is Friday, January 7th, 2022. Within the next week or two, fencing is to be installed, buildings will be cleaned, fine grading, sod, and taxiway lighting installation will take place. Futrelle added that he still had not received the interim lease agreement nor any word on the long-term lease, other than the fact that the dollar amount and proposal to lease had been approved by the Council of State. There was a discussion about insurance requirements, generator upkeep and repairs, hazardous material storage, etc. Futrelle advised that all these items would need to be included in the long-term lease and that he would rely upon the County Attorney to draft language accordingly. A motion to move the ribbon cutting date to February 24, 2022 was made by Jack Alphin and seconded by A.J. Connors.
4. Jennifer Martin was sick and unable to attend the meeting so Futrelle advised the board that Master Plan was still moving forward with an early 2022 completion proposed. It was also reported that Parrish and Partners is also working on updating the Land Use-Height Restriction Ordinance and the Stormwater Management Plan.
5. Futrelle briefed the Board on the status of the AWOS Critical Area Clearing Project and presented a recommendation for consideration from Stan Draughon, adjacent property owner. The recommendation was for Mr. Draughon to cut his trees within the 500' foot radius, and ours, for the sum of \$7,500. Futrelle reported that clearance from NCDOA had been received for the harvesting of the trees only, as an agricultural operation, but no clearing and grubbing until all environmental work has been completed and permits received. A motion to approve the recommendation presented in the amount of \$7,500 to Stan Draughon to clear all trees within the 500' radius was made by Roger Davis and seconded by A.J. Connors. The motion carried.
6. Josh Raynor presented a power point presentation with additional information on the volume fuel purchase discount as requested, clarifying questions that were brought up at the previous meeting. It was recommended that any customer who purchased fuel with a Phillips 66 branded card would be eligible for a discount in order to move away from the "based" fuel customer discount which was predicated on a customer being based in Duplin and paying ad-valorem taxes. This is a violation of the FAA Compliance Order. It was noted that in the previous fiscal year only one transient customer would have qualified for a discount using a Phillips 66 card, so it is the exception rather than the rule. Discussion of marketing the branded program followed and it was noted that we should try to market the branded card program to those like Smithfield and Valley Proteins who frequent our facility but typically do not buy any fuel. Offering them a discount by using a Phillips 66 card, and the WingPoints program, might entice them to purchase fuel. A motion to approve the Phillips 66 brand discount was made by A.J. Connors and seconded by Larry Debose. The motion carried.
7. Under Miscellaneous information -Josh Raynor reported that approximately 12,000 gallons of fuel had been sold thus far in December.
8. There being no further business to discuss, the meeting was adjourned after a motion by Roger Davis and a second by A.J. Connors. The motion carried.