

TRIANGLE NORTH EXECUTIVE AIRPORT ADVISORY COUNCIL
Tuesday, Feb. 12, 2019
Minutes

The Triangle North Executive Airport Advisory Council was called to order at 5:30 p.m. by Vice Chairman Dr. Phillip Stover on Feb. 12, 2019, in the conference room of the Triangle North Executive Airport.

In attendance were Council Members: John Allers (Chairman), Dr. Phillip Stover (Vice Chairman), Frank Donahue, Herman Dickens and Shelley Dickerson. Also, in attendance were Pete Tomlinson (Davis, Sturges & Tomlinson), Jim Farthing (Michael Baker Engineering), Larry Winstead (Concerned Citizen) and Richie Duncan (Economic Development Director). Absent from the meeting were Council Members: David Bunn and Taylor Bartholomew.

The first item was review and approval of minutes from the Jan. 8, 2019 meeting. Council Member Donahue motioned that the minutes be approved as read, with Council Member Dickens seconding.

The next item on the agenda was a request for any public comments. Mr. Larry Winstead, a Franklin County resident who lives near the airport, asked to be recognized. Mr. Winstead stated he lives on Sam Horton Road and wondered why the flags were not always flying. Vice Chairman Stover said it is fine when the Civil Air Patrol is here. Mr. Winstead then asked when that was, and Vice Chairman Stover said it was Monday evenings. Mr. Winstead said he does see they are flying on Monday evenings. Vice Chairman Stover said he wasn't certain what the issue was, but he would certainly refer this to Mr. Bo Carson. Mr. Winstead said he doesn't have activity at the airport, except driving up and down the road. He used to fly, but in the past 18 or so months, the flags had seldom been flying. Vice Chairman Stover said we can certainly address this with our Interim Airport Manager, Bo Carson and see what can be done. Mr. Winstead said he would appreciate it. Vice Chairman Stover confirmed it will be referred to our Interim Airport Manager and thanked Mr. Winstead for bringing this to our attention. Mr. Winstead then excused himself and said thanks for looking into the issue. He then left the meeting.

Vice Chairman Stover then stated that the Interim Airport Manager, Bo Carson, was not available since he was attending a sick family member. Vice Chairman Stover said he would read the Airport Update he had received from Mr. Carson.

1. All t-hangars are under official lease for TNEA. Five of the 10 storage rooms within the t-hangars are under official lease. Will continue to have the rest executed in February.

Council Member Dickens asked do you know what they lease for. Council Member Donahue said it is \$3,600 for a whole year, but discounted if you pre-pay for the year, which then brings it to \$3,312 net.

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Vice Chairman Stover said the outstanding, excellent news is that the AWOS is back on and working again and hopefully be more accurate now that the trees have been removed.

2. AWOS Wind Sensor has been reactivated. The trees across the street are coming down within 1,000' of the AWOS. Talked with the FAA, and they have agreed to turn the AWOS winds back on with the agreement that all trees within the 1,000' radius will be removed.
3. Av Gas (100 LL) has been reduced by 20 cents to \$4.99 a gallon. Currently, jet a remains at \$4.79/gallon.
4. Sewer project to the Airport grant has been extended, so that we can adjust to the wet weather. Deadline has been extended to May 2019. Plans are for it to be in place well before that time.
5. Civil Air Patrol had a change of leadership. Vice Chairman Stover said Council Member Donahue has passed the wand on to Lt. Col. Chihuahua Bailey, and he certainly is a go-getter and has a lot of plans for the CAP. Mr. Carson's notes included a thanks to Council Member Frank Donahue for his time, service and support of CAP at TNEA and he looks forward to working with Lt. Col. Bailey in his new role.

Chairman John Allers was then welcomed and joined the meeting at 5:37 p.m.

Vice Chairman Stover said our CAP unit and several of our members received awards at the annual conference of the Civil Air Patrol North Carolina Wing. Council Member Donahue said our Civil Air Patrol received Ground Search and Rescue Team of the Year for the second year in a row. Vice Chairman Stover said this is primarily our cadets. Vice Chairman Stover said if you remember when there was a missing man in Warren County, we sent a team up and the professionals said our team did an excellent job and they were very impressed with our cadets.

6. As reported at my very first meeting, TNEA staff has been working hard over the past year to remove the scrap metal, fencing, post, etc. from the top of the hill. Happy to report it has been moved and the area has been mowed.

Maintenance:

1. There was a water leak from the hot water heater in the Skydiving Center's hangar over the New Year holiday. The area has been cleaned and restored back to operating conditions.

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2. New weather stripping has been installed over the TNEA maintenance hangar to prevent water damage to the inside and hangar door motor.
3. Three new cables have been installed to the corporate hangar doors due to cable snaps and splicing.

Grant updates:

- a. Master Layout Plan (MLP): This project has been entered by NCDOA into the Partner Connect system and work will begin shortly to kick off this process.
- b. LED Lighting: Hosted a site tour to look at the field and start the identification of the relocation of the electrical vault.
- c. TNEA has been awarded a NCDOA Maintenance Contract worth \$225,000 (up \$50,000 from when last reported). Work has begun on this project that includes routing the runway/taxiway, sterilizing soil, and comprehensive crack/seal. Status: The runway is 50% complete. Taxiway is 40% complete. The plan going forward are to finish these out and move to the ramp and other areas.

Regarding the MLP, Chairman Allers asked Jim Farthing the status. Mr. Farthing said we are just waiting on notice to proceed from the State. I can assure you I have complained since we started this process in June of last year. Chairman Allers said he just wanted to be sure there was no danger of losing money. Mr. Farthing reassured all and said that was not an issue, we are just waiting for paperwork to catch up. Chairman Allers asked if part of this is due to this is about the 3rd person we've had to work with on this. Mr. Farthing did say there has been personnel changes and some challenges with the new person learning the procedures. Mr. Tomlinson asked if the County needed to weigh in. Mr. Farthing said he doesn't think so yet but will advise if he thinks it becomes necessary.

Mr. Farthing also stated the Division of Aviation has started looking at projects to fund next year. They did come up with the apron expansion project first phase sometime after June and hope to be doing surveying and geo tech to coincide with completion of sewer project.

Chairman Allers then asked the status of the sewer project. Ms. Duncan said we have been told that we are waiting on permits which should be issued soon and then they will start moving equipment and begin the construction. Public Utilities has told us that should be in mid-March. All agreed that we wanted to make certain to keep the project moving forward.

Vice Chairman Stover then said he wanted to give all an update on the Go Fund Me page and the plaque. So far, \$1,455 has been raised and he would like to give it another week or so. Vice Chairman Stover added that he did want feedback on the first draft of the plaque, which

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was distributed. He would then contact Jack and then Steve's family to have approvals and then work with Neal Stewart for the plaque. He stated he is pretty sure we will have enough to get the plaque on the inside. Once ready, he would like to then set up a time for dedication and have the family out for that. Council Member Donahue said we can certainly get CAP to support. Vice Chairman Stover said he would like to have a fly over organized if possible. This was depending on the family and would like to try for some time in the Spring.

Vice Chairman Stover asked if anyone had any feelings on the wording. Council Member Donahue suggested a minor change in the wording to be more succinct.

Vice Chairman Stover then said we were at Other Business and he said he had other business regarding the status of the airport manager. Mr. Tomlinson said County Manager Angela Harris has had some interviews. Chairman Allers said he would text/email County Angela Harris for an update. Council Member Donahue stated that it is now going on record that there is concern that it is taking such a long time. All stated that Mr. Merritt had done so much to get the airport where it is today and would like to see a manager hired. Vice Chairman Stover said he thought some of the Advisory Council was supposed to be involved. There was then some discussion regarding the time it has taken and the qualities necessary for an airport manager. All agreed there was the desire to get this settled. Council Member Dickerson said she sent a text to the County Manager to see if we can get an update.

Council Member Donahue said he had additional business and that is that he wanted to go back on record that the Advisory Council is no longer aligned with the current bylaws. He added that we need to establish a set of bylaws. He added that if we are an Advisory Board, who is it that we are advising. He further stated that we need to ask these questions and then align the bylaws accordingly. He also said we needed to understand what the Board should look like and this ultimately would need to be defined by the Board of County Commissioners. He said this might mean many things from changes in parliamentary procedures to a consensus board to a significant realignment particularly in scope and authority.

Chairman Allers said he wanted to make one of the upcoming meetings a planning session. Council Member Dickens said he thinks the County will need to tell us what we can do and what we can't do. Mr. Tomlinson confirmed that. Council Member Dickerson said she would want everyone's input from those on this board. Council Member Donahue said he thinks there are others like us and we could glean information from them. Council Member Dickens said we could get information and email it back and forth prior to another meeting. Mr. Farthing then reviewed how other airports were organized. A discussion was then held about the responsibilities of an Authority versus a Board. Chairman Allers pointed out that an Authority is responsible for budget and day to day management of the airport and we would not have the

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resources/expertise to take that on. Mr. Farthing said he could get some information from Sanford, Wake County and others and forward it via email.

Vice Chairman Stover asked if the School of Government (SOG) could help with this issue, but consensus after discussion was that the SOG was probably not well-suited for this task. Council Member Dickens said his understanding is that we can make recommendations, but that was really it. He stated he was told that the Advisory Council only makes the recommendations. Mr. Tomlinson confirmed that is the way it is at this time. Council Member Donahue said the only thing he could find relevant in the bylaws with the current structure was that the Council was to help promote the airport and that value could certainly be added by doing just that with fly in's and other events that benefit the airport and the County.

Mr. Tomlinson said the airport manager does report directly to the county manager and the Advisory Council would funnel things through the airport manager to the county manager and then to the Board of County Commissioners.

Mr. Tomlinson said the Parks and Rec Advisory Council is probably a good comparison since they take in money, but the director does report to the county manager and is part of county government. Mr. Tomlinson did say with the upcoming airport expansion there will be lots to be determined and thinks this Advisory Council communicating to the airport manager and then the County Manager will have a lot of input.

Council Member Donahue's concern is that the Advisory Council is providing benefit to whoever we are advising.

Chairman Allers suggested that the Advisory Council wait to discuss the bylaws and the role of the Advisory Council until a new airport manager is hired and then work with that individual to move forward. Council Member Donahue agreed he just restated that it has taken a long time to hire the airport manager.

Council Member Dickerson then stated that as she remembers it, Chairman Allers was going to be part of the interviews. There was then discussion about the preference for the new airport manager being a pilot or someone heavily involved in and/or knowledgeable about aviation.

Council Member Donahue said there is credentialing too for airport managers now available by the Association of Airport Managers. Mr. Farthing said that within the State of North Carolina through the Division of Aviation we are in the ongoing process of setting up courses for airport managers. He stated there are about 6 courses online available now.

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Vice Chairman Stover then said we would like to hear from our County Manager where the process is going for the hiring. Chairman Allers said at the very least we will add an agenda item for the next meeting to have an update on the hiring process.

Vice Chairman Stover then asked if there was a motion to adjourn. At approximately 6:12 p.m., Council Member Dickens made the motion to adjourn with Chairman Allers seconding.