

TRIANGLE NORTH EXECUTIVE AIRPORT ADVISORY COUNCIL

Tuesday, August 13, 2019

Minutes

The Triangle North Executive Airport Advisory Council was called to order at 5:30 p.m. by Chairman John Allers on August 13, 2019, in the conference room of the Triangle North Executive Airport.

In attendance were Council Members: John Allers, Phillip Stover, Shelley Dickerson, David Bunn, Herman Dickens and Frank Donahue (via phone). Also, in attendance were Bo Carson (Interim Airport Manager), Angela Harris (County Manager), Pete Tomlinson (Davis, Sturges & Tomlinson), Jim Farthing (Michael Baker Engineering), Michael O'Kelley (Airport Tenant) and Carey Johnson (Franklin Times). Absent from the meeting: Council Member Taylor Bartholomew, Frank Donahue (via phone)

The second agenda item was review and approval of minutes from the March 12, 2019 meeting. Council Member Bunn motioned that the minutes be approved as read, with Council Member Stover seconding. The motion passed unanimously.

The third item on the agenda was public comments. Chairman Allers called for comments from the public. There were no public comments at this time.

The fourth item on the agenda was Airport update given by Bo Carson.

Financial:

1. Budget for the Airport has been approved. I am thankful that the Board of Commissioners provided extra funds for building and ground maintenance to address some needs, as well as other items. One of the big items is a new camera system, so we can better monitor the assets on the field and outside the gate.

Operations:

1. Terminal upgrade:
 - a. New doors (will be locked both ways – will need to use push pad to access from airfield)
 - b. New windows
 - c. Floor stripped and waxed
 - d. Trash bins and service has been restored (new bin coming) – will have combo lock

2. Fuel cost has lowered over the last time we met. Currently, 100LL is \$4.79/gallon and Jet A is \$4.59 a gallon.
3. The sewer project to the Airport grant is hopefully moving forward. It is my understanding that the connections to the properties should take place in the coming month. We have been waiting on approval and a date of implementation from the contractor. The County is looking at adding water, as well – TBD.
4. Discuss derelict aircraft on the airfield and the process to notify owners on our new process if any. My suggestion is that we implement in writing a policy or guideline that all aircraft should show progress toward recertification to fly again. We currently have a few aircraft on our airfield that are sitting. Council Member Stover asked what about aircraft in hangars. Mr. Carson said we can talk about that, but the public doesn't see those like they see the ones on the tiedowns. They have to be airworthy if they have a County lease and the owners of land leases have the right to do what they want to do with that space. Tiedowns do not have leases. Chairman Allers said the argument could be made that a tiedown space is being tied up and the same thing could be said for a hangar, too. Council Member Donahue said the FAA has some standing on this, as well. You can use a hangar to build an airplane and obviously it's not airworthy during that timeframe. There is information about the guidelines out there and we should at least reference that before we put anything in writing, just to be sure we are compliant. Mr. Carson said per the FAA guidelines, we do allow airplanes being built in hangars and the goal is for them to be airworthy. Mr. Carson said he'd like to work with Council Member Donahue on the language and bring it back before the Council at a later date.
5. Safety Guidelines – I would like to recommend that we review and approve an updated version of the Safety Guidelines for TNEA regarding safety procedures. The last time this was updated was in July 2014. Please see guidelines (pass out) and discuss. One addition will need to be including safety guidelines on the operation below. Mr. Carson said he spoke with Mr. Sayre, who is the chair of the Pilots Association. Mr. Sayre has read through them, and he mentioned that they are pretty standard and he didn't see that there needed to be much editing done. Council Member Stover said this was first put together by bringing the parachute operations, flight school and pilots association together. He thinks we should bring those same groups together and include the CAP because they weren't here at that time. We did have an incident with the glider operation one time, so we may want to look at putting up some signs for vehicles saying stop at this point until the runway is clear. Council Member Donahue said anything that we update, we also need to bring it across to the safety briefing that is done with glider operations, so that everyone is getting the updates.
6. Paramotor operator has requested access to operate at TNEA. I have met with him to find out his plans, intentions, operations, etc. I welcome this activity, as it further diversifies our offerings at TNEA. He plans to operate when available between Wednesday and Saturday. He is aware the Airport is busy and will plan to operate

within the guidelines set forth by the Advisory Council. We probably need to add this operation to the Safety Guidelines, as well.

“I want to make sure I do everything possible to assure open lines of communication and professionalism. I'm 100% behind flying safely, discussing safety guidelines and respecting FAR-103 requirements”.

He would like to begin flying at TNEA by the end of August 2019. Please see YouTube video: <https://youtu.be/BynI3p42MGA>

Real Estate:

1. Status update on the field: All t-hangars are leased. Starting in September, we will have one storage space available for lease.
2. New to t-hangars
 - a. Mark Homan
 - b. Jeff King
 - c. Jim Artlip
3. Will be beginning to engage in renewing hangar leases soon as most come due in November/December time frame.
4. New Corporate Hangar Leases
 - a. Plane Design – Will be signing a 3-year lease on Corporate Hangar C
 - b. Triangle Avionics – Recently signed a 3-year lease on Corporate Hangar D. Cliff Herndon is the owner and he has signed a 3-year lease to go into the other half of Plane Design's hangar. He will have his own lab space and hopes to grow that space in the near future.
 - c. AAP Properties (Fayard Enterprises) – The County has agreed to terminate their land lease on their hangar on the field. AAP's land lease will be converted to Total Flight Solutions for 40 years.
 - d. Total Flight Solutions – The County will be signing a 40-year land lease with Total Flight Solutions for the large hangar space on the field. In the process, TFS has agreed to continue renting their office space, as well as Corporate Hangar F, until that need is no longer required.

Marketing:

1. TNEA would like to host an event at the airfield. I have been in discussions with some of our tenants regarding their participation. This event should really provide an opportunity to market the Airport, as well as drive traffic to our tenants. The event is planned for September 28, 2019 (9am – 6pm).

Planned activities:

- a. Discounted helicopter rides and rotor operation rides from Total Flight Solutions
- b. Discount from Skydiving and open slots for day of participants from Triangle Skydiving Center
- c. On large apron, feature several of our aircraft to include CAP, CaptiveAire's CJ4 (if available), helicopter, Stinson and others.
- d. County and Town First Responder Vehicle showcase (tentative) in the morning
- e. Cruise-in from Cars and Coffee out of Knightdale (tentative) in afternoon
- f. At least two food trucks
- g. Possibly a jumping house for smaller kids
- h. Music in the afternoon

Interesting Tidbit:

- 1. TNEA is the #2 General Aviation Airport for fixed-base aircraft – right behind Sanford.
- 2. Possibly could house CAP's latest technology for their aircraft. Have Dr. Stover update.
- 3. CAP – updated the conference room wiring for the monitor. Thank you.

Grant Update:

- a. Master Layout Plan (MLP): This \$410K project is underway. I have been working with our vendors in updating and getting documentation for their report. We should have a draft of the report in the next few months. Next meeting scheduled for the Fall 2019. Jim Farthing said we hope to have the forecast chapter available for review this week, so we can have the opportunity to give our input. That has to go to the DOA/FAA for review and comment. Angela Harris asked about "testimonies" and why are we trying to capture some of those. Mr. Carson said even though we have the funding, we have to justify it through the NCDOA and FAA that there is a need for the 1,000-foot extension. However, getting testimonies from corporate users and others has been rather difficult. Of course, we need it, but it's sometimes against their policies and sometimes they may say it, but won't put it in writing. Mr. Carson said we are working on it. Jim Farthing said what we've been looking for is for the current users of the Airport to tell us we have aircraft we can't fully use and we can't do it because the runway length limits us or we want to expand or we are thinking about buying another aircraft in the future, but we can't do it because the runway limits us from doing it. That's the kind of information we would really like to get to make the justification for the extension. We're not looking for a commitment from anyone.
- b. LED Lighting: This \$1.7 million project is underway. Design and field study work is currently in process. Bidding for the project expected in September with installation shortly thereafter. Jim Farthing said he thinks the ad needs to be in

the paper by Thursday or Friday of next week. Construction will begin as soon as we can get a successful bid. If we get three bids the first time, that's great. If not, we'll have to advertise it again. The money is there. The problem is getting the DOA to push through to get the actual grant in place for the County to sign. While that's going on, we can still get the contracts pulled together, etc. FYI – John Arnold who was the #2 man at the DOA has left within the last month and he's now in the 5th division DOT. Rachel Bingham is the interim. Chairman Allers asked once they start putting in the lights, etc., how much impact is there on operations at the Airport. Jim Farthing said our plan right now is to do the runway work at night. We will install a new system, keep the existing system operational and shut the runway down probably at 8:00 p.m. and bring it up at about 5, 6 or 7 o'clock the next morning. We will give them a certain amount of time to get the new system in and have it operational before we start pulling out the existing lights. The taxiway will probably be shutdown in sections as we go. There will be some disruption, but hopefully it will be minimum. We are negotiating with the FAA because the glideslope/localizer will have to be shutdown during the time the runway is closed. We have two options – either we pay the FAA a lot of money to have someone come up here every day and turn it on and off or we can just turn it off for the timeframe the runway is shutdown. For the most part, if it's turned off, there won't be a huge impact. We are working on this to make sure the impact is minimum.

- c. Received news that TNEA could possibly be in line for a \$6.5M grant for a full rehab of the runway, taxiway and apron with increased weight capacity if additional federal funds come through. Jim Farthing said Rachel Bingham called and said we're looking at getting some grant monies, and can you do a full pavement rehab at the airport. We're looking at trying to get the design started, so that it can follow behind the monies that's coming from the FAA. The FAA's fiscal years does not match the state's fiscal year, but we'll get it worked out.
- d. Convened all parties for runway expansion discussion so that everyone is at the table for when the MLP is completed. If runway extension is justified, further meeting will need to be conducted to discuss the new safety zones that extend off Runway 5.
- e. Will be convening a meeting with CAMPO and partners to discuss upcoming SPOT funding opportunities. This will include discussions on relocating and building new infrastructure on the airfield. More to come hopefully in the future.

Airport Council:

1. Seeking names of individuals to replace Council Member Taylor Bartholomew. Please send to Commissioner Harry Foy. This will help us have a quorum on future meetings. Council Member Bunn said Larry Glenn is interested and he has mentioned this to Commissioner Foy. Angela Harris said if she could get his contact information, she would follow up with him. Mike O'Kelley said he would be interested in serving on the Council. He is a tenant at the Airport, a certified A&P mechanic and has degree in aviation maintenance technology. He's attended some of these meetings in the past and he's interested in seeing the Airport grow. Mrs. Harris said she would get his contact information after the meeting.

The fifth item on the agenda was the final accounting of the Merritt and Avent dedication by Council Member Stover. On June 22nd, we had the dedication of the airplane models and portrait of Steve Merritt and the plaque. Council Member Stover said he couldn't find anyone to hold the money raised, so the money went into his savings account. We raised about \$1,400 through the gofundme and then they took out their fees, so the net was \$1,262.65. We received \$150 in cash and \$159.43 in-kind. The total was \$1,572.08. The plaque was \$854.00, food was \$93.05 and the frame was \$159.43, which totaled \$1,106.48. Council Member Stover said he wrote a check to the Steve Merritt Scholarship Fund for the remaining amount of \$465.60. Mr. Avent has a model of Billy Lumpkin's plane on a plaque and he's going to do the same thing for Mr. Merritt.

The sixth item on the agenda was update on high-tech CAP communication system by Council Member Stover. CAP is going to equip a plane with the FLIR system (Forward-Looking Infrared), which costs almost \$400,000. It uses infrared, so it can see at night, through clouds, through trees – can't see through water or in a building. However, if you are searching for a live body, it works for rescue, but not recovery. We are about to receive the 182 G1000 plane that is located at RDU and the plan is to equip that plane with this, but we have to have a hangar for it. Also, it has to be a hangar that they can have 24-hour access to. It will be a tremendous asset to our county and we will be working with the state police on how to use it. Mr. Carson said it will be available to the county for use, as well. Currently, we don't have a hangar available. Council Member Stover said he may have something available and he's working on that.

Council Member Stover asked if the conference room door had to be locked and could we possibly change the key on it and have a separate key or possibly a keypad on it. That way, people could have access to it without having to call Mr. Carson after hours. Mr. Carson said we can discuss this.

The seventh item on the agenda was discuss of bylaws. Chairman Allers asked that we table this, so that Council Member Donahue could be in attendance and that it would be the main topic of discussion on the agenda for that meeting.

In other business:

- The next meeting will be September 10th at 5:30 p.m.
- Chairman Allers said keep in mind the event coming up on September 28th at the airport.
- Chairman Allers said if we could get those names to Commissioner Foy to replace Taylor Bartholomew that would be great.

At approximately 6:30 p.m., Council Member Dickens made a motion to adjourn, seconded by Council Member Stover. The motion passed unanimously.

Merritt and Avent Dedication

Item	Income	
	Subtotal	Total
Go-fund-me	\$1,262.65	
Cash	\$150.00	
In kind	\$159.43	
		\$1,572.08
Expenses		
Plaque	\$854.00	
Food	\$93.05	
Frame	\$159.43	
		\$1,106.48
Donation to CAP		\$465.60

*Prepared by Council Member Phillip Stover