

# TRIANGLE NORTH EXECUTIVE AIRPORT COMMISSION

Tuesday, January 14, 2014

## Minutes

The Triangle North Executive Airport Commission was called to order at 5:30 p.m. by Chairman John Allers on January 14, 2014 in the conference room of the Triangle North Executive Airport.

In attendance were Commissioners: John Allers, Phillip Stover, Guy Martin, Taylor Bartholomew and Herman Dickens. Also, in attendance were Steve Merritt (Airport Manager), Jim Farthing (Michael Baker Engineering) and Pete Tomlinson (Davis, Sturges & Tomlinson). Absent from the meeting were Commissioners Don Lancaster and David Bunn.

The second agenda item was review and approval of minutes from the December 10, 2013 meeting. Commissioner Stover motioned that the minutes be approved as read, with Commissioner Martin seconding. The motion passed unanimously.

The third item on the agenda was election of officers. Commissioner Bartholomew made the motion that the officers remain the same, with Commissioner Dickens seconding. The motion passed unanimously.

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

The fifth item on the agenda was the airport operations update by Steve Merritt. Mr. Merritt said some of the motion sensor lights have been installed and we'll be getting an electrician to wire them. We have 116 aircraft here, which makes us about 5<sup>th</sup> in the state for number of based aircraft. Mr. Merritt said last Saturday's storm caused no damage to the airport. Fuel prices are stable, but will be increasing by about 10 cents soon. Since we were already a little over our markup, we will be fine. Mr. Merritt said we will be switching to Phillips for our fuel dealer. We'll be getting new fuel trucks and all it requires is a new credit card machine. We've been buying Phillips fuel since July, and since we already own the fuel tanks, we can buy them for \$1. The fuel price is the same as what we've been paying, but Phillips is more consistent.

The sixth item on the agenda was the budget update by Steve Merritt. Mr. Merritt said the budget looks good and we are pretty much where we were at last year at this time. Mr. Merritt said he found out why the vehicle supplies account is so high. It's because when we purchase fuel for the tractor and gas for the trucks they come out of that account. Mr. Merritt said we had to cut our part-time employee from 30 hours per week to 25 hours per week due to the Affordable Health Care Act.

Chairman Allers asked about the capital improvement fund. Mr. Merritt said he would get those numbers from Chuck Murray.

The seventh item on the agenda was the update on hangar development projects by Steve Merritt. Mr. Merritt said as he said at the last meeting, Paul Fayard has paid his first year of rent and would like to pay the remaining 39 years of the lease up front. There had been a question as to whether or not the revenue would go directly to the airport. Mr. Merritt spoke with Chuck Murray about this and Mr. Murray said he didn't think there would be any problems with this, but Mr. Merritt needed to go before the County Commissioners to get their approval. Commissioner Stover made the motion that Mr. Merritt has this item placed on the County Commissioners' agenda, with Commissioner Bartholomew seconding. The motion passed unanimously.

Mr. Merritt said he hasn't been able to find anyone who wants to build four hangars at one time, so he's going to look into the possibility of someone wanting to build one unit. He says he thinks the demand for bigger hangars will increase, especially once they see Paul Fayard's hangar.

In other business:

- The next meeting is scheduled for February 11<sup>th</sup> at 5:30 pm. Chairman Allers said he would like to possibly have a retreat sometime in March or April, following our regular meeting. He would like to look at our mission statement and the TIP.

With no further business, the meeting was adjourned at 6:00 pm.