

TRIANGLE NORTH EXECUTIVE AIRPORT COMMISSION

Tuesday, March 11, 2014

Minutes

The Triangle North Executive Airport Commission was called to order at 5:30 p.m. by Commissioner Don Lancaster on March 11, 2014 in the conference room of the Triangle North Executive Airport.

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

The second agenda item was review and approval of minutes from the January 14, 2014 meeting. Commissioner Dickens motioned that the minutes be approved as read, with Commissioner Bartholomew seconding. The motion passed unanimously.

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

The fourth item on the agenda was the airport operations update by Steve Merritt. Mr. Merritt said fuel prices are going up and not coming down like he thought they might. The next time we buy fuel, it will probably be 20 cents more than the last time. We are working on improvements to the AWOS because there have been some concerns from pilots that it is not reporting accurately. Paul Fayard is occupying his hangar and is now fully operational. He has four planes in the hangar, which are being worked on and two mechanics that are subcontracting with him.

Commissioner Lancaster asked for an update on the jump center. Mr. Merritt said there is some anxiety going on between the pilots and the skydiving center right now and we are in the process of editing the agreement with them. Some of the pilots really don't like the jump center being here. Last week, one of the jumpers took a pilot up to show them what goes on and he was really impressed. Mr. Merritt said he asked Greg Upper to do that again, so that the pilots could be shown exactly how their operation works. Mr. Merritt said the letter of agreement is being sent out to the pilots to get their input, as well.

Commissioner Lancaster asked for a motion to approve the airport operations update. Commissioner Martin made the motion to approve, with Commissioner Bartholomew seconding. The motion passed unanimously.

The fifth item on the agenda was the budget update by Steve Merritt. 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 the professional services account is negative, but that is because we are paying for two attorneys. Although

January and February were horrible months because of the weather, we are still showing a positive.

Commissioner Bunn asked if all the hangar rent and tie down rent is current. Mr. Merritt said the tie downs are current, but we have a couple of hangar tenants who are 30 days past due. One tenant is four months overdue, but they are slowly paying some each month and just paid \$1,000 yesterday. Commissioner Lancaster asked that Mr. Merritt take a look at our rental policy and that we may need to go a step further in collecting overdue rent.

Commissioner Lancaster asked for a motion to approve the budget update. Commissioner Bartholomew made the motion to approve, with Commissioner Martin seconding. The motion passed unanimously.

The sixth item on the agenda was discussion of new fuel supplier by Steve Merritt. Mr. Merritt said last summer, the week before the 4th of July, we called to have some fuel delivered and we were told that they didn't know when they would have any to bring out. We called Phillips 66 and they came out the next day. In the last six months, the Shell representative has only come out to the airport once and has not called. We talked with Phillips and have decided to start buying fuel from them. We have \$13,000 in improvements, which need to be done to the fuel farm, and Phillips says they will pay for those upgrades. Mr. Merritt said that Phillips serves more FBOs than anybody and they actually refine the fuel themselves. Commissioner Martin motioned that Mr. Merritt move forward with contracting with Phillips 66, with Commissioner Bartholomew seconding. The motion passed unanimously. Pete Tomlinson will review the contract.

Commissioner Lancaster asked for an update on Paul Fayard wanting to pay his hangar lease in full. Mr. Merritt said he hasn't spoken with Chuck Murray about this yet. Pete Tomlinson said that we would forego early escalation cost, so Mr. Murray needs to compute that. Mr. Merritt said he would get with Mr. Murray to get those numbers.

With no further business, the meeting was adjourned at 5:50 pm.