

# TRIANGLE NORTH EXECUTIVE AIRPORT COMMISSION

**Tuesday, September 9, 2014**

## Minutes

The Triangle North Executive Airport Commission was called to order at 5:30 p.m. by Chairman John Allers on September 9, 2014 in the conference room of the Triangle North Executive Airport.

In attendance were Commissioners: John Allers, Don Lancaster, Phillip Stover and Taylor Bartholomew. 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 Herman Dickens, Guy Martin and David Bunn.

The second agenda item was review and approval of minutes from the August 12, 2014 meeting. Commissioner Lancaster motioned that the minutes be approved as read, with Commissioner 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 the airport operations update by Steve Merritt. Mr. Merritt said the gate on the north end was struck by lightning and is not working. The repairs were made to part of the gate, but they ran out of circuit boards. The repairman was back today and should have it fixed soon. Mr. Merritt said fuel prices are constant. We are still cheaper than Sanford and much cheaper than Raleigh.

Mr. Merritt said Ricky Nel is the primary contractor in the Fayard's hangar and he has two planes coming in this week for major retrofits.

Mr. Merritt said Steve Welsh bought Bob Luddy's lease and Mr. Luddy moved into hangar "E". Mr. Merritt said he will get with Pete Tomlinson to work on the lease agreement.

Mr. Merritt said the FAA has asked for public comments (nationwide) on a proposed policy for non-aeronautical use of airport hangars. Mr. Merritt said we shouldn't have any problems with this because it's our policy that a plane has to be in the hangar, which is either used for flying or is very close to being able to fly. Mr. Merritt said he wanted to make the Commission aware of this because it may come up or you may hear about it.

The fifth item on the agenda was the budget update by Steve Merritt. Mr. Merritt said sales for the month of August were awful, but we had record sales in July. Chairman Allers asked why the expenditures from the equipment maintenance account were so high and was it because the tractor kept breaking down. Mr. Merritt said the tractor is fine, but the drive shaft on the mower keeps breaking.

Mr. Merritt said we use QuickBooks as our accounting software at the airport, and we are going to add a credit card reader directly to QuickBooks. This will be an additional merchant account and the accounting process will go much faster.

Jim Farthing said he had draft copies of Baker's contract for preliminary design of the corporate taxiway extension on the former Anne Gordon property. Once the Division of Aviation representative contacts him, he'd like to have Mr. Merritt go ahead and present this to the County Commissioners for their review and approval. Commissioner Stover made the motion that the contract be reviewed by Pete Tomlinson and then presented to the County Commissioners for their review and approval. Commissioner Lancaster seconded the motion. The motion was approved unanimously.

Jim Farthing passed out the preliminary TIP based off of last month's meeting. Mr. Farthing said at some point, this will need to be presented to the County Commissioners for their approval, but no money will be asked for at that time.

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