

# TRIANGLE NORTH EXECUTIVE AIRPORT COMMISSION

**Tuesday, October 14, 2014**

## Minutes

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

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

The second agenda item was review and approval of minutes from the September 9, 2014 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 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 at the last meeting he reported that the gate on the north end was struck by lightning and was not working. The repairs have been made and that gate is now working.

We have a new employee, Patrick Allen. Patrick is from Youngsville and he is doing a great job. He has very good customer services skills and our customers are already saying positive things about him.

Fuel sales are fairly steady and prices are down about 20 cents on both 100LL and Jet fuel. We are maintaining our fuel prices and haven't felt any pushback from our customers about our price.

Mr. Merritt said the engineering agreement for the former Anne Gordon property was approved at the last County Commissioners' meeting.

The fifth item on the agenda was the budget update by Steve Merritt. Mr. Merritt said we are showing an excess in receipts mainly because we didn't pay for any fuel in September. We bought fuel, but the company didn't invoice us at that time. Mr. Merritt said the big hangar's roof leaks and has for years, so we're getting that repaired. September sales were good because of the weather, but August was not.

Chairman Allers asked about any hangar rent accounts that are overdue. Mr. Merritt said we have a very few who are behind, but we've worked out a payment schedule to get those taken care of.

In other business:

- Chairman Allers asked what the Commission thought about having meetings every other month, with the next one being in December. Commissioner Stover made the motion that meetings be held every other month, unless deemed otherwise, with Commissioner Dickens seconding. The motion passed unanimously.
- Steve Merritt said the County's new Assistant County Manager (Elton Daniels) and new Assistant Manager of Financial Services (Carrie Neal) will come on board December 1<sup>st</sup>. Chairman Allers asked that they be invited to attend our meeting in December.

With no further business, the meeting was adjourned at 5:55 p.m.