

TRIANGLE NORTH EXECUTIVE AIRPORT COMMISSION

Tuesday, January 13, 2011

Minutes

The Triangle North Executive Airport Commission was called to order at 5:00 p.m. by Chairman John Allers on January 13, 2011 in the conference room of the Triangle North Executive Airport.

In attendance were Commissioners: John Allers, Guy Martin, Don Lancaster, Herman Dickens and Steve Trubilla. Also, in attendance were Steve Merritt (Airport Manager), Bruce Allen (Airport Operations Specialist), Carey Johnson (The Franklin Times), David Guin (Batton & Guin) and Terry Bumpus (The LPA Group). Absent from the meeting were Commissioners Phillip Stover and Shane Mitchell.

The second item on the agenda was review and approval of the minutes from the November 9, 2010 meeting. Commissioner Lancaster motioned that the minutes be approved as read, with Commissioner Trubilla 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 election of officers. Chairman Allers called for nominations for Chairman and Vice Chairman. Commissioner Lancaster made the motion that the officers remain the same, with John Allers as Chairman and Phillip Stover as Vice Chairman. Commissioner Dickens seconded the motion. The motion passed unanimously.

The fifth item on the agenda was an update on airport operations by Bruce Allen. Mr. Allen said because the month of December was not good due to the weather, we chose to look at mid-year fuel prices and sales. 100LL prices are rising and are up 30 cents from the last load we received on December 7, 2010. Currently, the airport is selling 100LL for \$4.39/gallon, and we will be going up on that price when we get to the point when we need to cover the cost of another tanker load. Steve Merritt said we're thinking of going to \$4.49 on Monday, so we do the increase in small steps and not all at once. Mr. Allen said the hangar situation has improved, with only four (4) being empty currently. Also, we are getting inquiries on a consistent basis about those hangars. The downstairs office space in the county hangar is going to be

empty soon, so that will be available to rent also. Mr. Allen said we are having problems with the taxiway lights. We have replaced all the bulbs, but it looks like we may have to call Barnes & Powell to have some of the transformers replaced. We are still investigating the problem with the GCO (Ground Communications Outlet), and we are having a problem with the north gate. Once the weather gets better, we will take a look at the gate to see if there's something we can do to fix it before we call someone to work on it. Mr. Allen said we have started clearing up the fence line and have completed about one-half mile already.

The sixth item on the agenda was the budget update by Steve Merritt. Mr. Merritt said we are over budget in the part-time salaries line item, but we have turned in a request for a budget revision to take care of this. Mr. Merritt said although we had an awful December because of the weather, he feels if we continue the way we have and if fuel prices don't go up too much, we will end the year on budget. Mr. Merritt said the skydiving operations had another coupon sale and they have another 500 tandems scheduled in the next six (6) months, which means more jet fuel will be sold. Mr. Merritt said we plan on having a WINGS weekend and an efficiency derby at the airport sometime in the spring.

The seventh item on the agenda was consultant request for proposal by Steve Merritt. Mr. Merritt said every five (5) years, the NCDOT-Division of Aviation requires that we advertise for requests for proposals for airport consulting/engineering services. The deadline is March 1st, and Mr. Merritt said he would like approval to run the ad in the Franklin Times. Commissioner Dickens made the motion that Mr. Merritt place the ad for requests for proposals, with Commissioner Lancaster seconding. The motion passed unanimously.

The eighth item on the agenda was NC Rotor and Wing update by Steve Merritt. Mr. Merritt said the assets of NC Rotor and Wing were purchased by three (3) partners, and they are operating the company almost identically as it was before. There is a year left on their lease, and we have a request from them for a new lease with their new name on it. They moved upstairs where C-n-C Mechanical was in the county hangar, so this leaves the downstairs office space available to rent.

The ninth item on the agenda was aircraft washing update by Terry Bumpus. Mr. Bumpus said as you may recall at the last airport meeting, I was asked to look into possible alternatives for aircraft washing at the airport. Mr. Bumpus said aircraft can be washed at the airport, just as long as the water doesn't enter the storm drain system, so it's just a matter of finding a location that water will not enter into an inlet. Mr. Bumpus said he and Mr. Merritt met to discuss this, and decided that the best location for washing aircraft would be next to the fuel tanks. Mr. Merritt said of course, the first thing that needs to be done is to construct a containment area for

any fuel spills and we will also install speed bumps in that area. We will have a draft of the storm water plan next week.

The tenth item on the agenda was closed session.

- A. The Commission will consider entering into a closed session pursuant to NCGS 143-318.11 (a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.
- B. The Commission will consider entering into a closed session pursuant to NCGS 143-318.11 (a)(6) in order for the Commission to discuss a personnel matter.

Commissioner Lancaster made the motion to enter into closed session, seconded by Commissioner Martin. The motion passed unanimously.

Following the closed session, Commissioner Lancaster made the motion to enter back into open session, seconded by Commissioner Dickens. The motion passed unanimously.

Chairman Allers announced that no action was taken during closed session.

In other business:

- The next airport meeting will be held on February 8, 2011 at 5:00 p.m. in the airport's conference room.

With no further business, the meeting was adjourned.