

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF MEETING OF
FEBRUARY 20, 2008**

The regular monthly meeting of the CCAA was held on February 20, 2008, at the Terminal Building Conference Room. Members present: Tracy Eure, John Gross, Ed Ish, Ken Norris, Jerry Old and Jim Winebarger. Also present: Wayne Leary, Airport Manager. Excused Absence: Denise Hall. Guest: David Messina.

1. **Call to Order** – Chairman Eure called the meeting to order.
2. **Welcome** – Chairman Eure welcomed everyone.
3. **Additions or Deletions to the Agenda** – Mr. Leary requested a closed session to discuss an airport project. Mr. Winebarger moved to approve the agenda with amendment. Mr. Old seconded the motion. Agenda was approved.
4. **Approval of Minutes** – Mr. Gross moved to approve the January 16, 2008, minutes as submitted. Mr. Old seconded the motion. Minutes were approved.
5. **Old Business**

Mr. Leary reported on the following:

- **Apron Expansion Update** – The apron is complete with the exception of barbed wire to be installed under fencing where there is more than a 4" separation with the ground. Likewise, barbed wire will be installed under the security fence where separation occurs. Funds are being held until the above wiring is completed on the fences.
- **Hangar Construction Update** – Mr. Leary distributed diagrams. Since the building exceeds 12,000 sq.ft., the plans must be approved by the State Construction Office of the Department of Insurance. He indicated that the drainage plan showed that the hangar area may be drained to the lake. The building will be insulated. Doors will be manual bi-fold with panels allowing light to enter. There will be different latching mechanisms. Talbert & Bright will provide an engineer for oversight of the construction. Mr. Leary was expecting the bid documents to be available in approximately 30 days.
- **Fuel Trucks Update** – Eastern Fuels will provide training on operation of trucks. Annual training will be required and provided.
- **Committee Updates** –

Safety Committee – There was discussion on duties of the committee. Mr. Leary noted that TSA had visited and was complimentary of the Airport re: safety precautions.

6. **New Business**

- **Election of Officers** – Tracy Eure was unanimously elected to continue as Chairman. Jerry Old was unanimously elected as Vice-Chairman.
- **2008-2009 Budget** – Mr. Leary indicated that he was requesting a full-time head lineman position for fueling. He proposed to fund the position by transfer of available funds in the FY 07-08 capital expense line item. Mr. Winebarger moved to recommend funding this position. Mr. Norris seconded the motion. Motion carried.
- **Purchase of Property** – Mr. Leary reported that the County had made an offer to purchase the 63 acre Lankford property adjacent to the airport property. Since the Division of Aviation is in favor of the acquisition, they have indicated that 90% funding would be available. The terms of the sale were under negotiation.
- **Hangar Door Maintenance** – Repairs had been completed on Hangar B in an effort keep starlings out. Work has started on Hangar A. He explained how the new hangar doors would be improved.

7. **Consent Agenda**

- **Fuel Report** – Comments were made that sales were up.

Closed Session – Under North Carolina General Statute § 143-318.11. To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body.

Mr. Old moved to go into closed session. Mr. Norris seconded the motion. Following closed session business, Mr. Old moved to come out of closed session. Mr. Norris seconded the motion. Mr. Leary maintains minutes of the closed session.

8. **Adjourn**

There being no further business, Mr. Old moved to adjourn. Mr. Winebarger seconded the motion. The meeting was adjourned.