

**CURRITUCK COUNTY
AIRPORT ADVISORY AUTHORITY
MINUTES OF MEETING OF
JUNE 20, 2007**

The regular monthly meeting of the CCAA was held on June 20, 2007, at the Terminal Building Conference Room. Members present: Tracy Eure, Chair, John Gross, Ed Ish, Jerry Old, and Jim Winebarger. Also present: Commissioner Gene Gregory and Wayne Leary, Airport Manager. Excused Absences: Denise Hall and Ken Norris. Guests: Leland Gibbs, Tom Brady and John Snowden.

1. **Call to Order** –Chairman Eure called the meeting to order.
2. **Welcome** – Chairman Eure welcomed everyone, both members and guests.
3. **Additions or Deletions to the Agenda** – Mr. Leary added a discussion on parking. Mr. Ish added a follow-up discussion on previous month's item. Mr. Winebarger moved to approve the agenda as amended. Mr. Gross seconded the motion. Agenda was approved.
4. **Approval of Minutes** –Mr. Winebarger moved to approve the May 16, 2007, minutes as submitted. Mr. Gross seconded the motion. Minutes were approved.
5. **Old Business**

Mr. Leary commented on the following:

- **Fuel Farm Update** – Eastern Aviation had replaced the fuel filters and done a quality assurance check. They found the AVGAS nozzle to be non-compliant with FAA rules and regulations and had installed a compliant nozzle. However, compliant nozzles are not available with automatic shut-offs. Mr. Leary was to post a sign to that effect. The switchover to Shell was successful. Inspection stickers will be applied, and a schedule was set up for maintenance checks. A fuel truck is included in the next budget. If there is demand for single point, that will be addressed. Mr. Leary was to check that there were no limits for credit card charges.
- **Security Fence** – Poles had been put in place and area tidied up. Hanging of mesh was to begin the following week. He estimated completion by mid-July.
- **Apron Bid** – A bid opening for the apron expansion project had been scheduled for that day; however, a minimum of three bids were not received so the project had to be re-advertised.
- **Committee Updates**
 - Public Relations** – Mr. Leary related there was a good article in The Virginian-Pilot including remarks on Mr. Winebarger's participation in the budget work session with the Board of Commissioners.

Capital Improvements – Mr. Winebarger asked that the members visit one of the hangars after the meeting to assess the conditions due to birds having access to the hangars. Mr. Leary related that the problem was being addressed.

Mr. Winebarger reported that he had advised the Board of Commissioners of the need for another T-hangar building as well as a corporate hangar, considering the existing waiting list.

Safety – No report.

6. **New Business**

- **Parking** – Mr. Leary expressed the need to review rules and regulations with regard to the parking policy, especially around the hangars. He would provide a copy of the Airport Rules and Regulations for discussion at the next meeting.
- **Hangar Leases** – At the request of Mr. Ish, the issue of potential conflict of interest in discussing and voting on making recommendations for hangar rents was discussed. County Attorney Ike McRee had provided an opinion that, since the Airport Advisory Authority is an advisory, non-elected board, it is not illegal for its members that rent hangars to discuss and vote on issues relating to hangar rental rates. However, Mr. McRee indicated that it would probably be better for members that lease hangars not to participate from a potential public perception standpoint.

There were comments indicating that it should be noted in the minutes that a phone survey was taken after the May meeting which resulted in a recommendation being presented to the Board of Commissioners that the Authority supported a \$25 per month increase in hangar rents.

Mr. Ish stated that he did not believe that members with hangars should vote on hangar rental rate issues even if the monetary issue being discussed was “as little as 25 cents.” Mr. Winebarger expressed an opposing opinion, stating that by the County Attorney’s finding, it was not illegal for members with hangars to discuss and vote on recommendations to be presented to the Board of Commissioners. Mr. Winebarger said he did not believe that Authority members would compromise the best interest of the airport and the county over a \$25 increase in the hangar rental rates. The members and guests expressed opinions on the issue before adjourning the meeting to look at the problems that starlings were causing in some of the hangars.

7. **Consent Agenda**

Fuel Report – Mr. Leary related that the new system was promising to be much better than the old one.

8. **Adjourn**

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