

March 28, 2018

Elizabeth City Pasquotank County
Airport Authority Regular Session Minutes

Board Members

Chairman Johnny Houston Tony Stimatz Orestes Gooden
Steve Saunders John Siemens Donald Payne Lloyd Griffin

Exofficio

City Manager Rich Olson, USCG Commander Meador, County Manager Sparty Hammett

Staff

Airport Managing Director Gordon Rowell (Remote), Recording Secretary Lindsay Lewis

Visitors

Jonathan Hawley – Daily Advance, John Brothers – Accountant,
Jim Blakenship – USCG Control Tower

Call to Order - Chairman Houston called the regular session meeting to order at 6:00pm

Member Stimatz made the motion to approve the agenda. Member Payne seconded the motion, and the motion carried 6-0.

Approval of the Minutes - Member Griffin made the motion to approve the February regular session minutes as detailed by the recording secretary. Member Stimatz seconded the motion, and the motion carried 6-0.

Public Comment – None

Special Presentation – None – Chairman Houston requested new County Manager Hammett to make his introduction to the board.

Financial Report - Member Payne reviewed the financials to the board for February.

Member Stimatz made the motion to approve the financial report as presented. Member Payne seconded the motion, and the motion carried 6-0.

Manager/Directors Report - Mr. Rowell, in remote attendance, discussed fuel sales to the board for February.

Airport Sign Progress: Mr. Rowell informed the board the new sign approved by the board will be installed by weeks end.

FAA/NCDOT Sponsor Issue: Mr. Rowell informed the board the issues popping up are due to representation moving from Atlanta to Memphis two years ago, and the criteria used is looked at differently than in prior years. Other NC Airports are also involved and are undergoing the same issues. Once the issues are hashed out we will know more about what we need to do to resolve it.

Aviation Celebration: Mr. Rowell stated a Coast Guard SAR demo is scheduled for 12:30 but there are not really any significant additions since our last meeting. He will compose an email with the details to the board for review.

Chairman Report

Master Plan: Chairman Houston stated there is not much movement we can make at this time until the FAA approves the submitted Master Plan.

Policy Manual: The next step is the bi-law additions which Member Stimatz noted would be May possibly before they are presented. Member Stimatz informed the board the bi-laws are a very static document where little to no changes are expected to ever to be made.

Board Comments

Commander Meador: Commander Meador informed the board the Coast Guard budget has been passed. He has reached out via emails and calls asking for the status on Runway 119 with no response; he will continue to work toward an answer. He also informed the board in their last meeting Mr. Rowell provided the Airstation Officer with the State contact information in hopes their Radar Repeater for the tower was a project the state monies would support. The project would run a little over \$800,000, according to the most recent estimate provided by the FAA, and \$300,000 of that would be needed by July for the site survey, etc. There is no radar in the tower at this time, and would be a significant improvement. However, the Coast Guard was informed the project did not qualify.

Other Business: Member Griffin informed the board the NC DOA is holding a drone meeting in Dare County on April 18th and 19th with available spots filling up quickly. Discussions are to be on operations, licensing, permits, government agency usage and allowances, etc., the board would like Mr. Rowell to reserve his seat and attend if possible. Mr. Olson stated several City members are attending the meeting as well; Member Griffin will send an email with the details for attendance.

Chairman Houston adjourned the regular session meeting at 6:40pm.

Submitted by Recording Secretary Lindsay Lewis

Chairman Johnny Houston

Secretary Tony Stimatz

