

Carteret County-Beaufort Airport Authority

Board Meeting

August 22, 2024

Present: Chris Chadwick, Jesse Vinson, Jimmy Farrington, Dean Graham, Jimmy Falwell, Bucky Oliver

Others Present: Janie Mason – Airport Manager, Peggy Piner – Finance, Anthony Held – Building & Grounds.

ZOOM: Jay Talbert – Talbert & Bright

Chairman Chadwick called the meeting to order and led the Pledge of Allegiance and read the conflict-of-interest statement. There were no conflicts.

Approval of Agenda: A motion was made by Mr. Farrington to approve the agenda, seconded by Mr. Graham, and passed unanimously.

Consent Agenda: A motion was made by Mr. Farrington to approve the consent agenda, seconded by Mr. Graham, and passed unanimously.

Public Comment: There was no comment from the public.

Mr. Vinson stated that he would like to take a minute during public comment to read a letter that he had received a copy of. He stated that it was somewhat airport business but maybe not totally. He stated that those of us who have been around a day or two have hired a lot of people in our time and fired a number of people as well and every once in a while you hire somebody that you just know is going to be the person that is the ideal fit for a situation and when he hired Janie he believed with all of his heart that she was going to really be productive for the airport, going to do a good job and would take us into the future. He stated that he recently got ahold of a letter about her son, and he think this letter attests to the kind of parents that he has and how they raised him and how he is performing today, and I think it is indicative of the way Janie works for us. Mr. Vinson stated that he wanted to read the letter.

To: John Mason

1. Delivered with pleasure.

Marine Aerial Refueler Transport Squadron 352 would like to express deep appreciation for John Mason's exceptional contributions to our team, particularly during the MDI inspection. John, currently a WG-5, consistently demonstrates skills and knowledge equivalent to a WG-10, showcasing a level of dedication and expertise that sets him apart.

John is remarkably proactive and engaged in his work, always finding ways to stay productive and continuously improve. His initiative to use any downtime to acquire new knowledge reflects his commitment to personal and professional growth.

During the MDI inspection, John played a pivotal role in achieving our goals ahead of schedule. His diligent work ethic is evident through consistently signing off on the most inspection cards daily. Whenever there has been a need for assistance, John has been the first to step up and ensure everything is taken care of efficiently.

Moreover, John's excellent communication skills have been invaluable in facilitating smooth operations and maintaining a high standard of work throughout the inspection process.

Based on John's exemplary performance and outstanding contributions, I highly recommend him for promotion at the earliest opportunity. His work ethic, knowledge and dedication make him an indispensable asset to our team.

Mr. Vinson stated that John did get his promotion.

Old Business:

Runway 3-21 Rehabilitation Construction

Construction NTP was issued on June 18th. Contract completion date is currently October 22, 2024.

Phase 2 construction commenced on June 24th and is currently ongoing.

Contractor has pulverized all existing Runway 3-21 pavement and completed cement treated subbase construction. Paving operations have started.

Electricians are anticipated to be onsite starting the week of 9-2-24 following the delivery of airfield lighting materials.

Construction progress meetings are held weekly, alternating between virtual and on-site. Minutes are distributed to attendees following each meeting.

TBI is still awaiting assistance from the FAA to submit the 7480 to officially decommission Runway 14-32.

Laughton Property Preliminary Permitting Coordination

Application for BIL AIG funds to cover the design costs associated with this work authorization amendment as well as the original work authorization and Amendment No. 1 was submitted to the NCDOA on June 6th. The NCDOA has confirmed that this application has been passed on to the FAA. It will take approximately 4 months from submission of this application before these funds are available. Hopefully mid-October.

Copies of the Work Authorization Amendment will be sent to the Airport for execution once the grant funds have been made available.

NC-101 Relocation

TBI is currently reevaluating the immediate scope of the project with our roadway design subconsultant to fit within the airports allocated budget. A work authorization will be sent to the Airport for review once this scope has been finalized.

Terminal Building Concept Study and Preliminary Terminal Area Site Design

TBI is currently finalizing a work authorization to complete a terminal building concept study for the Airport and will send the work authorization to the Airport for review once finalized.

This study will be funded using FY22 NPE funds.

Manager's Comments:

Janie stated that Reid Parker of Carr, Riggs and Ingram was here for two days in August and that things are going well and that he hopes to present the finished audit at the October meeting. She stated that we will be able to use SCIF and TRDF funds to pay for the single audits for those programs.

A motion was made to go into closed session by Mr. Farrington and seconded by Mr. Vinson.

Returned from closed session.

A motion was made to adjourn the meeting by Mr. Falwell and seconded by Mr. Farrington.

Minutes prepared by Janie Mason