

## **Carteret County Beaufort Airport Authority**

### **Board Meeting**

**December 5, 2024**

**Present:** Chris Chadwick, Jesse Vinson, Dean Graham, Jimmy Falwell

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

**Call to Order:** 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:** Mr. Graham made a motion to approve the agenda as presented. It was seconded by Mr. Falwell and passed unanimously.

**Consent Agenda:** A motion was made to accept the consent agenda as presented by Mr. Graham and seconded by Mr. Vinson and passed unanimously.

**Public Comment:** Mr. Eddie Youngblood, hangar tenant, said he would like to thank the Board for getting that pretty runway done and how nice it looks at night all lit up.

**Old Business:** Talbert & Bright Update- Randy Fender

#### **Runway 3-21 Rehabilitation Construction**

- Construction was substantially completed November 14th and Runway 4-22 was reopened to operations on November 15th
- A Pre-Final Inspection was completed by TBI on November 19th and a punch list was distributed to the airport and attendees.
- During the pre-final inspection, TBI was notified that the existing PAPIs that were relocated on Runway 4-22 are in disrepair and will no longer work. Prices to replace these PAPIs were provided by the contractor and have been concurred with by the NCDOA. The Contractor will proceed with ordering the new equipment and will update TBI and the airport on the delivery date.
- TBI is working with the FAA on the 7480 to officially decommission Runway 14-32. This process is currently awaiting FAA approval of the Pen and Ink update to the Airport's ALP that was submitted in April 2024.

- On October 21st, the FAA notified TBI that an 18B level survey would need to be conducted for Runway 4-22 before instrument flight procedures flight checks can be scheduled. WA Amendment No. 2 has been prepared and submitted to the NCDOA to add this 18B survey to the Contract. It is estimated that Flight checks to chart Runway 4-22 are scheduled to be completed in late 2025 or early 2026. PAPIs will remain out of service until this flight check has been completed.

#### **Laughton Property Preliminary Permitting Coordination**

- The award letter for BIL AIG funds to cover the design costs associated with the original Work Authorization and Amendments No. 1 and 2 was received on October 9th. The Request for Aid (RFA) application was submitted by the airport on 10/18 and is still being processed.
- Copies of Work Authorization Amendment No. 2 will be sent to the Airport for execution once the grant funds have been made available.

#### **NC-101 Relocation**

- A draft of the work authorization to complete the design through the 65% submittal was submitted to the Airport for review on October 25th and the airport concurred with the WA Amendment on October 28th. The WA was executed by the Airport on October 29th
- TBI is working with our roadway engineering subconsultant to complete preliminary surveying efforts.

#### **Terminal Building Concept Study and Preliminary Terminal Area Site Design**

- The NCDOA concurred with TBI's work authorization on 10/28.
- TBI prepared and submitted a grant application on November 7th and is still being processed.
- Copies of Work Authorization Amendment will be sent to the Airport for execution once the grant funds have been made available.
- TBI will prepare a grant application for project funds once final concurrence from the NCDOA has been received. This study will be funded using FY22 NPE funds.

### **Runway 26 Extension Land Acquisition**

- The Airport has requested that TBI provide a work authorization to assist the Airport in acquiring property on the Runway 26 end via fee simple. TBI is finalizing the work authorization and will submit for Airport review once completed.

Chairman Chadwick mentioned the Law Enforcement Lane property that Community College would like to use for fire training. It was decided that Ms. Mason will contact the Community College to see about them having the land bush hogged and that they will need to maintain it for being able to use it for their training.

A motion was made to go into closed session by Mr. Vinson and seconded by Mr. Graham and passed unanimously.

Returned to Open Session

A motion was made by Mr. Vinson to provide a one-time bonus to Ms. Mason, Mr. Held and Ms. Piner as discussed. It was seconded by Mr. Falwell and passed unanimously.

A motion was made to adjourn by Mr. Graham and seconded by Mr. Vinson and passed unanimously.

Minutes presented by: Janie Mason