

**Carteret County-Beaufort Airport Authority**

**Board Meeting**

**May 23, 2024**

**Present:** Chris Chadwick, Jesse Vinson, Jimmy Farrington, Jimmy Falwell, Randy Ramsey, Bucky Oliver

**Others Present:** Janie Mason – Airport Manager, Peggy Piner – Finance

**ZOOM:** Randy Fender – Talbert & Bright, Chad Noble- FBO Manager

Chairman Chadwick called the meeting to order, 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. Vinson to approve the agenda, seconded by Mr. Farrington, and passed unanimously.

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

**Public Comment:**

Mr. Jerald Gartman, 204 Harbor Drive, Morehead City, NC 28557. He stated that he has a Commercial CFI CFII Fixed Wing Rotary Master Pilot Destination with more than 55 years of flying with no accidents or incidents and in excess of 5,000 hours in both fixed and rotary wing aircraft. He stated that he is an A&P with inspection authorization. He stated that although his bachelor's degree is in Engineering, his master's degree from the University of Southern California is in Systems Management with a concentration in Aerospace Systems. He stated that he has also operated airfields in the past. He stated that he contacted the Aircraft Owners & Pilots Association Aviation Attorney and sent him a copy of the Airport Manager's letter of May 10<sup>th</sup> and a copy of the Airport Manual of Rules, Regulations and Minimum Standards and he responded with this information. He stated that last month he had sent a letter to the Airport Manager explaining his dilemma in getting Aircraft Insurance on his helicopter and offering \$1 million dollars in self-insurance. In response he received a letter that addressed three areas which he is responding to in tonight's letter. Those areas are relocating the helicopter from the hangar, operating the helicopter on MRH, and performing major maintenance on the helicopter in the hangar. (Please see attached letter which Mr. Gartman read aloud) He stated that our rules and regulations are way out of whack with the current FAA regulations and that he would be happy to work with the Airport Manager to help correct that.

**New Business:**

Ms. Mason presented the 2024 – 2025 Draft Budget. The proposed line-item budget is \$443,198.00. The only question presented by Mr. Oliver was to explain the rent revenue line item. Ms. Mason stated that it was the current annual rent with a 4% CPI Adjustment. We will not know for sure until August what the CPI will be. Ms. Mason stated that if anyone had any questions about any of the line items that she would be glad to answer them. She stated that Salaries & Wages are Anthony Held and Peggy Piner's salary. Anthony is now paid by the County, but we reimburse the County quarterly for his salary and benefits. The audit line-item amount increased due to the fact that we will have two single audits this upcoming year due to SCIF and TRDF funds. Ms. Mason stated that a few of the line items were changed slightly from last year to be more in line with what we were actually spending. Mr. Vinson stated that he had reviewed the proposed budget and felt like it was in order and that he would like to make a motion to approve the draft budget for 24-25. It was seconded by Mr. Oliver and passed unanimously.

Ms. Mason presented the contract for Auditors Carr, Riggs & Ingram. She stated that is the same contract as last year with two single audits being added due to SCIF and TRDF funds. The cost last year was \$15,300.00 and this coming year it will be \$17,600.00. Single audits are required for those funds. Mr. Vinson made a motion to approve the audit contract with Carr, Riggs and Ingram as presented. It was seconded by Mr. Ramsey and passed unanimously.

**Old Business:** Randy Fender – Talbert & Bright

**Runway 3-21 Rehabilitation** – a preconstruction meeting was held May 8<sup>th</sup> at the Airport. Due to the Big Rock Tournament running from June 7 through June 16<sup>th</sup> Construction will begin on June 17<sup>th</sup> to avoid any potential impacts to airport operations.

The grant modification to cover Talbert & Brights construction administration work authorization was approved and sent to the airport on May 20<sup>th</sup>. It has been executed and sent back.

Talbert and Bright are currently waiting for help from the FAA to submit the 7480 to officially decommission Runway 14-32.

**Laughton Property Preliminary Permitting Coordination** - On May 14<sup>th</sup> the NCDOA concurred with Talbert & Bright's work authorization amendment No. 2 to complete design and bidding of the preliminary site work for the Laughton Property. This WA Amendment is now undergoing an IFE.

The Airport has elected to use 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. An application for these funds will be submitted following receipt and acceptance of the IFE. It will take approximately 4 months before these funds are available.

Copies of this work authorization amendment will be sent to the airport for execution once the grant funds have been made available.

**Infield Hangar Development Investigation** – Talbert & Bright has completed the ALP Pen and Ink Update and was submitted to the FAA on April 30<sup>th</sup>.

**NC-101 Relocation** - Talbert & Bright and our roadway design subconsultant have been coordinating with NCDOT Highways Division 2 to finalize the work scope for the project. A work authorization will be sent to the Airport for review once this scope has been finalized.

A motion was made by Mr. Vinson to enter closed session. Seconded by Mr. Farrington and passed unanimously.

Returned to open session:

Mr. Ramsey made a motion to approve the maintenance hangar lease with Nimbus Aerial Solutions, it was seconded by Mr. Oliver and passed unanimously.

Ms. Mason stated that following up on ground leases that Hangar #74 have submitted their drawings, and they are working on their permits. Hangar #72 stated that they would be getting started soon and that Hangar #75 is working on getting plans together.

A motion was made to adjourn by Mr. Farrington and seconded by Mr. Oliver. It passed unanimously.

Minutes submitted by Janie Mason