

M I N U T E S

OF THE

ROCKY MOUNT - WILSON REGIONAL AIRPORT AUTHORITY

H E L D

TUESDAY, APRIL 12TH, 2016

12:00 NOON

JOSH L. HORNE CONFERENCE ROOM

MEMBERS PRESENT

MR. DAN HERRING, CHAIRMAN
MR. CARL WARREN

MR. JEFF LOCKHART
MR. ELDON NEWTON

ALSO PRESENT

MR. J. B. WILLIAMS, AIR CARE, INC.
MR. HANS HESS, SECRETARY - TREASURER

CALL TO ORDER:

The meeting of the Rocky Mount - Wilson Regional Airport was called to order by Mr. Dan Herring, Chairman.

APPROVAL OF MINUTES:

Mr. Dan Herring asked if there were any questions regarding the last months minutes that had been mailed to them. Mr. Eldon Newton explained that he had a correction, he had been at the meeting and his name was omitted. Hans apologized for the error and said he would make the correction. A motion was then made by Mr. Eldon Newton and seconded by Mr. Lockhart with approval by all in attendance.

FBO UPDATE:

Mr. J.B. Williams stated that things were about the same at the F.B.O. He added that his fuels sales were down a little but was hoping things would pick up with summer coming.

NEW BUSINESS:

Airport Lighting Project Grant:

Mr. Hess reported that the lighting project had begun and that he had received the grant from the State. Mr. Hess asked for a motion to approve the lighting and signage project grant for \$929,905.00. After some discussion, a motion was made by Mr. Newton to approve the grant and this was second by Mr. Jeff Lockhart with approval by all in attendance.

Youth Career Day:

Hans stated to the board that he was working to put together a career day at the airport and had been in contact with Martha Vick with the Wilson Educational Partnership to help him put the program together. He stated that he had met with Mrs. Vick and that she could help coordinate and plan the event which would involve the high schools in Nash, Edgecombe and Wilson Counties. The career day would not take place until the next school year and Hans expressed to the group that he would be very happy to work with the new manager to see this through. A discussion followed with the members agreeing that the career day was a good idea.

OLD BUSINESS:

Sharpsburg Sewer Line Study:

Mr. Hess stated that he was continuing to work on the Sharpsburg sewer line issue with our engineers. He mentioned that the project inspector for the lighting project had twenty years of experience with water and sewer work so he was going to help us try and

determine why the sewer usage was so high. Mr. Hess said he had met with the Sharpsburg utilities director and Town Manager and they were also very interested in determining what the problem was. They also said they would prefer that the airport tie into the new Nash County sewer line.

Airport Fire Truck Sale:

Mr. Hess also informed the board that the fire truck had been sold and after advertising expenses would net around \$10,000.00.

AIRPORT MANAGER HIRING PROCESS:

There was some discussion concerning the hiring of the new manager. The board wanted to understand from Hans the procedure he thought might be the best process to go through applications. Hans stated he had already received about twenty-five applicants and that he would propose to narrow the applications into three or four groups based on experience, education, etc. He would then propose three or four be chosen for interviews. After some discussion it was decided that by the next meeting Hans would have the applicants divided up into groups and present to the board those candidates he would proposed to be interviewed and why.

BUGETING:

Mr. Hess went over the budget and pointed out some line items that were over budget and why. He also said that these line items would be adjusted in June. There were a few things that needed to be discussed such as the overage of Enterprise car rental. He explained that we had received two outstanding check amounts from them when they had been paying only 150.00 per month. He stated that he finally got in touch with them and got the situation straightened out. He also added that the line item for professional memberships and dues was a little over due to the chambers and his rotary dues. He added that this would even out due to having some additional money coming in from land rent and sales tax refunds next month. He also stated that the building and grounds line item was over budget due to roof work that had to be done on the Air Methods hangar. The airport agreed to pay for half of the work and Air Care paid half. The public safety was over budget due to the work that was done to the fire truck for around \$ 10,000.00. This would be made up for with the sale of the truck.

ADJOURNMENT:

There being no further business, the meeting of the Rocky Mount - Wilson Regional Airport was adjourned.

Respectfully Submitted:



Hans Hess, Secretary - Treasurer