

M I N U T E S

OF THE

ROCKY MOUNT - WILSON REGIONAL AIRPORT AUTHORITY

H E L D

TUESDAY, AUGUST 9TH, 2016

JOSH L. HORNE CONFERENCE ROOM

MEMBERS PRESENT

MR. N. JOHNSON BISSETTE, CHAIRMAN MR. ELDON NEWTON, VICE CH.
MR. DAN HERRING MR. CARL WARREN MR. CHARLES MULLEN

STAFF PRESENT

MR. DION J. VIVENTI, SECRETARY, TREASURER

OTHERS PRESENT

MR. J. B. WILLIAMS, AIR CARE INC.
MR. HANS HESS, CRUIZE AND VACATION PLANNERS INC.

CALL TO ORDER:

The meeting of the Rocky Mount - Wilson Regional Airport was called to order by Mr. Johnson Bissette Chairman.

APPROVAL OF MINUTES:

A motion was made by Mr. Johnson Bissette and seconded by Mr. Dan Herring to approve the minutes as they had been mailed to them. All in attendance approved.

FBO REPORT: Mr. Williams stated that everything was about the same at the FBO.

NEW BUSINESS:

Mr. Hess formally introduced Mr. Dion Viventi as the new Airport Manager. Mr. Viventi thanked the Authority for the privilege of serving as their new Airport Manager and thanked Mr. Hess for his service to the Authority over the past 20 years. Mr. Viventi requested that the Airport Manager's title be changed to: Managing Director. Mr. Bissette made the motion to change the Airport Manager's title to "Managing Director", Mr. Newton seconded the motion. Motion was carried unanimously.

OLD BUSINESS:

Mr. Hess reported that the YMCA Runway Run was held on July 9 and was a big success as there was good weather. Mr. Hess reported that there was a good turn out and that this brought a lot of good attention to the airport. All proceeds were donated to the YMCA.

Mr. Hess reported that the FAA part 139 field inspection was held last month and that the airport passed the inspection with only one minor write up which was immediately corrected by Mr. Brantley.

Mr. Hess reported that the FY 2016-17 Financial Audit was being performed by Ms. Gerrelene M. Walker and a field visit was scheduled for the following week. Mr. Bissette inquired about the need to provide the Cities and Counties with a Net position as soon as possible as the LGC was requiring that information of the local municipalities for their respective audits. Mr. Bissette directed Mr. Viventi to query Ms. Walker on the status of the Net position and to distribute that number to the sponsor's immediately.

Mr. Hess reported that the Sewer Line report was completed by WK Dickson at of cost of \$2500.00 and that the report revealed an overage in payment by the Authority of approximately \$13K - \$15K due to inaccuracies in the metered flow and apparent infiltration into the sewer system owned by the Town of Sharpsburg located on airport property. Mr. Bissette directed Mr. Viventi to arrange for a meeting with the Town of Sharpsburg in order to discuss means of reimbursement or relief.

PROJECT UPDATE:

Mr. Viventi stated that he had reviewed the fee and scope proposal for the Runway pavement project submitted by WK Dickson and recommended that a meeting be held with the Division of Aviation in order to determine if preliminary engineering would be necessary to insure that the correct approach would be taken to evaluate whether or not an alternative analysis would need to be included into the proposal before any design grant was submitted for approval. Mr. Viventi stated that this would slow the process down and give the Authority time to approach the Sponsors and to give them more notice on the anticipated cost of the project. Mr. Viventi reported that he had reviewed the Airport Layout plan fee and scope proposal and will be meeting with the consultants and the Division of Aviation to seek approval to utilize the Airport's Non Primary Entitlement Grant to fund the Strategic Master Planning and would focus on Terminal Area Development as a priority in the planning process.

Mr. Viventi recommended that the Authority adjourn and go into closed session for the purposes of Attorney Client Privilege, Expansion of Business and Industry and Personnel actions

ADJOURNMENT:

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

Respectfully Submitted:

Dion J. Viventi

Dion J. Viventi, Secretary - Treasurer