

M I N U T E S

OF THE

ROCKY MOUNT - WILSON REGIONAL AIRPORT AUTHORITY

H E L D

TUESDAY, NOVEMBER 21, 2017

JOSH L. HORNE CONFERENCE ROOM

MEMBERS PRESENT

MR. N. JOHNSON BISSETTE, CHAIRMAN
MR. CARL WARREN, TREASURER MR. DAN HERRING, SECRETARY
MR. JEFF LOCKHART MR. CHARLES MULLEN MR. GARRY HODGES

STAFF PRESENT

MR. DION J. VIVENTI, CM, PE, CFII
DIRECTOR, FINANCE OFFICER

OTHERS PRESENT

MR. J. B. WILLIAMS, AIR CARE INC.
MR. JASON KENNEDY, PE, W.K. DICKSON, PA

CALL TO ORDER:

The meeting of the Rocky Mount - Wilson Regional Airport was called to order by Mr. Johnson Bissette, Chairman at 12:00 PM. Mr. Bissette introduced and welcomed new board's member, Mr. Garry Hodges.

APPROVAL OF MINUTES:

A motion was made by Mr. Dan Herring and seconded by Mr. Charles Mullen to approve the September 2017 minutes with no corrections. All in attendance approved.

NEW BUSINESS:

DIRECTOR'S REPORT:

Mr. Viventi briefed the Authority Members with the following Director's Report for the previous month:

NCDOA Maintenance Program Project

Tri-Mat LLC and Hasco Contracting Inc. has completed the maintenance project last month funded by the NC Division of Aviation. The apron crack seal and slurry coating, Taxiway centerline grinding and the restriping and Beacon Renovation tasks are all done and looking great just in time for our next annual FAA part 139 inspection.

Public Relations

On October 1st, The Informational Interview I recorded with Ms. Nancy Wilde, Account Sales Executive aired on First Media Radio. This interview broadcasted to the public current information about the airport, it's operational makeup and to let the listenership generally know what is going on here at Rocky Mount – Wilson Regional airport. The radio spot played at 530 am on Power 95.5 and at 600 am on Big Dog 98.5 and Rock City 99.3.

Runway / Taxiway Rehabilitation Design Project

The formal application for this project was made on August 28th, and final review completed by the Division of Aviation on September 14th, for the amount of \$315,000. On October 11th, I executed the Grant Agreement for the Runway Taxiway Rehabilitation Design project on behalf of the Rocky Mount – Wilson Regional Airport Authority and On October 13th, The Division of Aviation forwarded official approval for the project to begin work. Geotechnical field work was completed on October 23rd, and a Preliminary Engineering report from WK Dickson is expected to be forthcoming this December.

FLY-RWI Aviation Academy

On October 3rd, Col. Jason Bailey, The North Carolina Wing Commander of the Civil Air Patrol passed his FAA private pilot check-ride after completing his training here at Rocky Mount – Wilson Regional Airport through FLY-RWI. On November 13th, FLY-RWI LLC purchased a Cherokee 180 in order to begin offering instrument training. The Cherokee will be based here at RWI and also be offered as a rental aircraft.

Civil Air Patrol

From October 15 – 21 I was deployed by the Civil Air Patrol National Operations Command Center to serve on a US Air Force Mission to provide aerial photography sorties in support of FEMA and the US Army Corps of Engineers in Puerto Rico in response to the tremendous damage caused by Hurricane Maria. I flew the Middle East Region's Gipsland Airvan GA8 along with Lt. Col Van Etten from the Virginia Wing with aircrew made up of aerial photographers, observers and scanners from the Puerto Rico Wing.

The photos were used to direct needed aid and reconstruction efforts to hard hit remote areas along the coastal and mountainous regions of the territory.

Non-Primary Entitlement Funds

On October 20th, we received official notification from the North Carolina Division of Aviation that the FAA Federal Fiscal Year (FFY) 2017 Non-Primary Entitlement Funds in the amount of \$150,000 with a required local match of \$16,667 have been allocated under the State Block Grant Program for the Rocky Mount -Wilson Regional Airport. These funds must be obligated in a grant by no later than Jun 1, 2020 and are intended for airside safety needs first, at which point other needs can be considered. The Airport Authority has signaled to the Division that we intend to use these funds towards Airfield Improvements.

Meeting with Nash Community College

On November 1st, Mr. Garry Hodges and myself met with Mr. Bill Carver, President of Nash Community College. We spent over an hour discussing the possibilities of partnering between the airport and the college in fostering an aviation ground school in the future or even maybe a course curriculum or Continuing Education someday if there was indeed a student interest in this option. I must admit that I did not realize how broad the existing degree program choices were available at NCC and how nice of a campus was located here. I plan to return again in the near future to learn more and coordinate a possible aviation ground school.

Regional Transportation Symposium

On November 11th, I attended an informal public workshop for the Regional Long-Range Transportation Plan (Connect 2045) at the Imperial Center in Rocky Mount. Rocky Mount City staff and their consultant team from Kimley-Horn and Associates presented and shared ideas for our transportation system and solicited ideas & suggestions from the public. I made an unabashed effort to promote the importance of aviation access to the region via KRWI at every opportunity and communicated the need to integrate the airport's strategic goals and planning for the future on behalf of the Authority.

Wildlife Hazard Training

On November 15th, RWI hosted the annual Wildlife Hazard training seminar taught by Andy Moore of the US Fish and Wildlife Service in conjunction with the NC Wildlife Resources Commission. Over 20 students from airports around the state attended classroom training at the FAA/CAP building and hands-on field training on the 100-acre section east of the runway. All who attended including RWI staff were certified for the next year.

Experimental Aircraft Association

On November 18th, I participated in the Wilson EAA chapter 1047 Young Eagles event held at Wilson Industrial Airport. Our chapter flew over 30 sorties and lofted over 40 children from the ages of 8-18 at no cost on a beautiful Fall day with clear blue skies and temps in the low 60s. I was personally privileged to fly 6 kids with the help of the Tomahawk PA-38 from FLY-RWI Aviation Academy. I'll never forget hearing the words "This is AMAZING" from one 11-year old who told me that he always dreamed of flying and wants to become a pilot someday.

FBO REPORT:

Mr. J.B. Williams reported on the FBO operations and stated that business was about the same. Freight was down and fuel sales were down last month and that were no planes sold. Mr. Williams also reported Air Methods was now on the fence about leaving and was no longer considering relocating to LHZ.

OLD BUSINESS:

Mr. Viventi informed the board that he has composed a project informational letter to be sent to the Sponsors and will forward the letter to the Board members for review this week. Mr. Charles Mullen Thanked the Director for doing a good job since taking over and providing much needed leadership.

PROJECT UPDATE:

Airport Master Plan and Airport Layout Plan (ALP)

The forecasting phase of the project is underway. The draft forecasting chapter of the Master Plan has been submitted to NCDOA for review and approval. Forecasting of future airport demand will serve as the basis for facility development outlined in the Master Plan and Airport Layout Plan.

Runway and Taxiway Rehabilitation project.

Preliminary Engineering is underway. This includes geotechnical investigation, survey and inspection of existing pavement and subgrade. Once these tasks are completed, the preliminary engineering report will be used to communicate to sponsors and NCDOA the recommended pavement rehabilitation method, timeline and estimated cost.

Sanitary Sewer Observation and Assistance

Repair work is ongoing. Upon completion, the Towns engineer will provide a report stating what work has been done and a copy of the testing data showing that the meter has been tested and is working properly.

Fuel Farm Improvements

The draft scope of this project has been prepared for review by RWI and NCDOA. The project includes the decommissioning and removal of existing underground storage tanks at the old fuel farm, design for the installation a new 20,000 gallon above ground tank to be located at the primary fuel farm area. This project will be prioritized for state funding in January of 2018.

Hangar Development Project

A T-Hangar and Taxi-lane project has been conditionally awarded state funding for fiscal year 2025. A request to have this project accelerated for fiscal year 2019 has been prepared and will be submitted to NCDOA. Requests of this type are considered on a case by case basis by NCDOA. If the request is approved by NCDOA, design of this project could begin immediately to prepare for construction during the summer of 2018. If awarded. grant funding will cover 100% of project cost.

Funding Update

\$150,000 of Non-Primary Entitlement funding is available.

FINANCIAL REPORT:

Mr. Viventi and Mr. Warren reported that they had met and reviewed the financial report for the months of August, September and October and Mr. Warren recommended approval. Mr. Mullen made the motion to approve the report and Mr. Lockhart seconded the motion, and the report was unanimously approved.

At 12:30 pm, Chairman Bissette made a motion to go into executive session for the purpose of discussion of any personnel and legal issues. Mr. Mullen seconded the motion. Motion was unanimously passed.

Regular session reconvened at 12:45 pm.

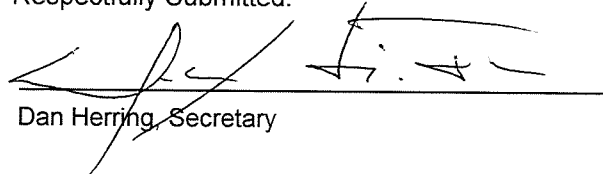
ACTION:

The Chairman recommended that the Director receive a 4% salary increase beginning December 1st, A motion was made, seconded and the motion was approved unanimously.

ADJOURNMENT:

At approximately 12:55 pm, there being no further business to come before the board, the general meeting of the Rocky Mount - Wilson Regional Airport Authority was adjourned.

Respectfully Submitted:



Dan Herring, Secretary