

**ROCKY MOUNT – WILSON REGIONAL AIRPORT AUTHORITY
MEETING**

Tuesday, October 26th, 2021

JOSH L. HORNE CONFERENCE ROOM

BOARD MEMBERS PRESENT

MR. BILL BLACKMAN, VICE CHAIRMAN
MR. DAN HERRING, SECRETARY
MR. JOHNSON BISSETTE
MR. CHARLES MULLEN
MR. JAMES JOHNSON

BOARD MEMBERS NOT PRESENT

MR. GARRY HODGES, CHAIRMAN
MR. CARL WARREN, TREASURER

EX OFFICIOS & STAFF PRESENT

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

MRS. ANGELA HESS, FINANCE MANAGER

GUESTS PRESENT

MR. TIM GRUEBEL, PE, PARRISH & PARTNERS
MR. BEN FARMER, UPPER COASTAL PLAIN COUNCIL OF GOVERNMENTS
MR. RIC SWANINGSON, AWA PRESIDENT / CEO

OPENING

CALL TO ORDER

A regular meeting of the Rocky Mount – Wilson Regional Airport was called to order by Vice -Chairman Bill Blackman at 12:00 p.m.

INVOCATION

Reverend Ric Swaningson delivered the invocation and blessed the food.

PLEDGE

Mr. Bill Blackman led the Pledge of Allegiance.

INTRODUCTIONS

Vice-Chairman Blackman welcomed all visitors that attended the board meeting. These included Mr. Mr. Tim Gruebel, Mr. Ben Farmer, and Reverend Ric Swaningson.

READING / APPROVAL OF MINUTES

The minutes from the previous meeting held in September were distributed prior to the meeting and read by the board members. A motion was made by Charles Mullen and seconded by James Johnson to approve the minutes. All board members in attendance approved.

DIRECTOR'S REPORT

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

EXECUTIVE ADMINISTRATION

On September 22nd and 29th, I held a next steps virtual grant application reviews with Ben Farmer of the Upper Coastal Plains Council of Government (UPCOG) for the Aviation Industrial Park feasibility study and Master Plan update. Since then, we have prepared the support letter templates and updated our accounts with SAM.gov an DUNNS and Bradstreet. Support letter request were sent out to Edgecombe, Nash, and Wilson County managers as well and the City of Rocky Mount and Wilson City managers. On September 30th, Chairman Hodges and I met

with CDC plan manager Mr. John Judd to brief him on the Industrial Park preliminary concept and solicited their support as well. On October 1st we also hosted a briefing and tour to executives from Truist bank. On October 5th, we held the Above Ground Storage Fuel Farm Improvements Project Pre-Bid meeting with WK Dickson and representatives from four contractors interest in bidding the NCDOA funded project. WK Dickson will prepare the bid tabulation.

FINANCE MANAGEMENT

The EDC grant application package is being prepared by Ben Farmer with the UCPCOG for the \$400000 funding request for the KRWI Airport Industrial Park Feasibility Study and Master Plan update. A 20% local match commitment letter is required and ready for Board Approval. A motion was made by Charles Mullen to invoice for the 20% local matches and was seconded by Dan Herring. The motion was carried out unanimously from all board members in attendance.

AIRPORT OPERATIONS AND MAINTENANCE

Over the past month, All-Green has upgraded our terminal landscaping with river rock at the entrance sign and rental parking area. Vegetation growth has begun to stall so inhouse technicians have begun airfield ditch mowing and perimeter fence trimming.

Metal Buildings Restoration LLC (MBR) has continued to work on our building restoration projects as follows:

- 1) Completed steel structural restoration on the GSE building
- 2) Completed the roof restoration and begun steel restoration work on the fire house
- 3) Continuing repairs and painting on Hangar #1

KRWI FIXED BASED OPERATIONS

KRWI fuel sales are holding steady for the month of September as we sold approximately 21K gal. of Jet A fuel and approximately 5K gal. of Avgas resulting in approximately \$98K in fuel sales and Fee revenues over the past month. The Self-Serve Fuel Farm is doing well as we have sold approximately 2500 gal. this month up from 1500 gal. last month. Last month we added three more based aircraft to RWI bringing the total of based aircraft to an all-time high of 48. On October 21st we were voted into the Corporate Aircraft Association and approved to be a CAA preferred FBO provider.

MAR-NC-057 CIVIL AIR PATROL

On October 24th the Rocky Mount—Wilson Airport hosted CyberPatriot Team 14-0224, a Civil Air Patrol team comprised of cadets from Tar River Composite Squadron and Pitt Greenville Composite Squadron, competing in CyberPatriot's National Youth Cyber Defense Competition for the 2021-2022 school year. Competitors learn how secure computers and networks by

finding and fixing cybersecurity vulnerabilities in a virtual environment. The team is one of more than 5200 teams competing nationwide.

FINANCIAL REPORT

Mr. Carl Warren was not in attendance; Mr. Viventi and Mr. Warren reviewed the financials prior to the meeting and Mr. Warren recommended approval of the financials. Mr. Viventi noted that both the revenues and expenditures equaled approx. 26% for the quarter which was right on target. He also briefed the board on each category of the report and noted that all expenses were at or below the quarterly target percentage except for Operations and Maintenance which typically is high at the beginning of the year and level off by the end of the fiscal year. Charles Mullen made a motion to approve the financial report and seconded by Mr. Johnson Bissette. The motion was carried out unanimously from all board members in attendance.

ENGINEER'S REPORT - WK DICKSON

- 1. Airport Master Plan and Airport Layout Plan (ALP)**
NCDOA review of the Forecasting Chapter is underway. Once this review is completed, Airport Layout Plans will be submitted to NCDOA and FAA for review.
- 2. Runway and Taxiway Pavement Rehabilitation project.**
Installation of the new runway lighting fixtures has been completed.
- 3. Underground Fuel Farm Closure and Above Ground Fuel Farm Improvements.**
Invitation to bid for the 20,000-gallon AST Jet-A Fuel Tank has been issued to contractors. Bids were received on October 21, 2021.
- 4. T-Hangar Development Project**
Communication between RWI and PLT is ongoing for finalization of contract close out.
- 5. Self-Serve Fueling Station**
Fuel Farm was opened to the public on August 30th, 2021.

ENGINEER'S REPORT – PARRISH & PARTNERS

Obstruction Clearing (Design/Bidding)

- Current Status
 - Grant in-place
- Changes Since Last Discussion
 - 90% Design Complete

- Submitted to NCDOA for Review
- Public notice to commence after NCDOA review
- Look Ahead
 - Review and address NCDOA comments
 - Prepare bid documents

NCDOA Maintenance Program

- Maintenance request submitted to NCDOA
 - Joint Sealing
 - Water blasting of concrete aprons
 - Marking old aprons

AIRCRAFT MAINTENANCE REPORT

Mr. J.B. Williams was in attendance and stated that business was good. He also stated that the passing of TJ Padgett was a shock to him and other Air Care employees.

GUEST SPEAKERS

Pastor Ric Swaningson, President and CEO of Adventist World Aviation (AWA) came to speak about his mission work and the need for a bigger hangar. AWA is currently based in Smithfield, NC and has a hangar at Johnston Regional Airport.

AWA is a 501-3, non-profit, mission-minded organization that enables missionaries to reach the physical, mental, and spiritual needs of people all around the world, and is funded by private contributors. Ric Swaningson started this organization 25 years ago.

Pastor Ric stated that the hangar that they are using at Johnston County has become too small for the planes and the office space that they need. He stated that he has been looking at different airports and would like to have a hangar built here at Rocky Mount—Wilson Regional Airport. Since this is a non-profit organization, they do not want to take out a loan for this hangar and looking into a grant or a fundraiser for monies.

BUSINESS

UNFINISHED BUSINESS

There was no unfinished business discussed.

NEW BUSINESS

There was no new business discussed.

CORRESPONDENCE AND ANNOUNCEMENTS

There was no correspondence or announcements discussed.

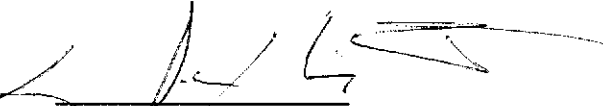
Closed Session

There was no closed session.

CLOSING / ADJOURNMENT

At 1:10 p.m., there being no further business to come before the board, the meeting of the Rocky Mount – Wilson Regional Airport Authority was adjourned.

Respectfully Submitted:



Dan Herring, Secretary