

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

Tuesday, January 18th, 2022

JOSH L. HORNE CONFERENCE ROOM

BOARD MEMBERS PRESENT

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

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. JASON KENNEDY, PE, WK DICKSON INC

OPENING

CALL TO ORDER

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

INVOCATION

Mr. Charles Mullen delivered the invocation and blessed the food.

PLEDGE

Vice-Chairman Bill Blackman led the Pledge of Allegiance.

INTRODUCTIONS

Vice-Chairman Blackman welcomed Mr. Jason Kennedy from WK Dickson to the meeting.

GUEST SPEAKERS

There were no guest speakers in attendance.

READING / APPROVAL OF MINUTES

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

REPORTS

DIRECTOR'S REPORT

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

Executive Administration

On December 7th, Jason Kennedy of WKD, and Jim Allega and Gary Thomas of Allega Contractors and I met together to hold a virtual engineering / construction session with the contractor and to find resolve the final grading issue on TW Alpha. On December 10th, we formally executed a consent to assignment and first amendment with Bass Aviation. On December 16th, Mr. Kennedy and I met at the airport with John Rich of Weaver's Asphalt and Grading Inc. who subsequently submitted an estimate for \$8,500 to complete the work and we will include these costs as part of the final pay application for the Runway and Taxiway Rehabilitation project. On January 4th, I attended the virtual on-line Upper Coastal Plains Rural Planning Organization Technical Committee (UCPRPO TCC) meeting. On January 7th, I completed our annual employee evaluations.

Finance Management

The FAA announced that RWI will be receiving \$295k in American Rescue Plan (ARP) funding this year. This is the third round of COVID relief funds provided by the American Rescue Plan Act (ARPA) through the Airport Coronavirus Response Grant Program (ACRGP) and has been added to our current CARES grant agreement in EBS and is available for RWI to accept and begin seeking reimbursement. Adding these funds to our current grant eliminated the need for us to submit a separate application or grant modification to access these funds, saving up to four weeks of processing time and allowing us to submit claims immediately.

Airport Operations and Maintenance

Over the past month, our in-house technicians have been cleaning overhanging branches from our perimeter fencing. Last month we continued renovation work to the Fire house including painting of the floors, walls, and cabinets. We have also been replacing fluorescent bulbs in the terminal building and firehouse with new LED bulbs in their existing fixtures to save money. This upcoming month we will be focusing on edging of the pavement areas within the AOA and making miscellaneous drainage repairs.

KRWI Fixed Based Operations

KRWI fuel sales are back up for the months of November and December as we sold approx... 26K & 27K gal. of Jet A fuel and approx... 7K & 4K gal. of AvGas (respectively) resulting in approx... \$156K & \$138K (respectively) in fuel sales and Fee revenues over the past month. Sales at the new Self-Serve fuel farm climbed to a record high of over 4000 gal. in November.

Coopers BSA Troop 37

On January 8th, the Rocky Mount — Wilson Airport hosted the Boy Scouts of America (BSA) Troop 37 sponsored by the Coopers Ruritan Club for their Aviation Merit Badge Training. This was a one-day training course which covered aerodynamics, Career opportunities, model aircraft building and competitions as well as powered aircraft familiarization flights. 10 Scouts showed up and received their training and were recommended to earn this badge. AWA sponsored the aircraft costs. The Airport Director donated the flight time and fuel costs.

FINANCIAL REPORT

Mr. Carl Warren was not able to attend the meeting but talked with Mr. Dion Viventi about the financials. Mr. Viventi went over both financial statements for November and December and stated that all revenues and expenses were where they needed to be percentage wise, except for Operations Building and Grounds and Public Safety. Building and Grounds are high because of upgrades to Hangar #1 and the Fire House. Public Safety is high because of repairs to the fire truck and much needed upgrades of turnout gear. We received notice that we will be receiving another round of COVID relief funds (American Rescue Plan) in the amount of \$295,000. This will be used for Operations to help bring down the amount of money spent for repairs. The Fiscal Year 2021-2022 Budget has been amended and was brought to the board for approval.

Dan Herring made a motion to approve the amended budget and seconded by Johnson Bissette. Dan Herring also made a motion to approve the financial statements and seconded by 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 has approved the plan forecasting and initial project report submittal., Airport Layout Plans are being finalized and will be submitted to NCDOA and FAA for review on March 1st, 2022. Estimated dates for NCDOA and FAA approval is 6/1/2022 and 6/1/2023 respectively.

Charles Mullen asked for an updated presentation of the Airport Layout Plan at the next board meeting.

2. Runway and Taxiway Pavement Rehabilitation project.
Installation of the new runway lighting fixtures has been completed and grant close out is underway. Congratulations on the completion of this successful project!

3. Underground Fuel Farm Closure and Above Ground Fuel Farm Improvements. Construction of the Above Ground Fuel Farm Improvements has been awarded to Calvin Davenport Inc. of Rocky Mount, NC. Grant funding for the project has been awarded, and pre-construction coordination with Calvin Davenport is underway.

Site work and paving is expected to be done this spring. The delivery date for the 20,000gallon fuel tank will be sometime this summer.

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

Additional LiDAR Mapping received from State → Changes Since Last

Discussion

90% Comments Addressed

Work Authorization Amendment Under Review → Look Ahead

Complete EA

Prepare Additional Erosion Control Plans

Prepare Additive Bid items as directed by NCDOA

Submit 100% Plans for NCDOA Review

BUSINESS

UNFINISHED BUSINESS

There was no unfinished business discussed.

NEW BUSINESS

Mr. Dion Viventi brought up the possibility of receiving \$34 million to be used to build eight new box hangars. These hangars will be built north of Hangar #7. Mr. Viventi stated that he and Chairman Garry Hodges will be meeting with Senator Lisa Barnes on Monday, January 24th, here at Rocky Mount – Wilson Regional Airport to discuss the possibility of State funding for the project.

CLOSING / ADJOURNMENT

At 1:03 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:

A handwritten signature in black ink, appearing to read 'Dan Herring', is written over a horizontal line. To the right of the signature is a small, stylized mark that looks like a capital 'R'.

Dan Herring, Secretary