

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

Tuesday, May 17th, 2022

JOSH L. HORNE CONFERENCE ROOM

BOARD MEMBERS PRESENT

MR. GARRY HODGES, CHAIRMAN
MR. BILL BLACKMAN, VICE CHAIRMAN
MR. DAN HERRING, SECRETARY
MR. CARL WARREN, TREASURER
MR. JAMES JOHNSON
MR. JOHNSON BISSETTE

BOARD MEMBERS NOT PRESENT

MR. CHARLES MULLEN

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 Chairman Garry Hodges at 12:02 p.m.

INVOCATION

Mr. James Johnson delivered the invocation and blessed the food.

PLEDGE

Mr. Dan Herring led the Pledge of Allegiance.

INTRODUCTIONS

Chairman Garry Hodges welcomed Mr. Jason Kennedy from WK Dickson.

GUEST SPEAKERS

READING / APPROVAL OF MINUTES

The minutes from the previous meeting held in April were distributed prior to the meeting and read by the board members. A motion was made by Carl Warren and seconded by Bill Blackman 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

From April 19th through the 22nd The Chairman and I attended the North Carolina Airports Association (NCAA) Airports Conference in Winston Salem. The theme of the conference was "Cultivating Airport Innovation" and we attended multiple seminars revolving around these concepts. Last month we executed a short-term lease with Rampart Aviation to base their Casa and Caribou Aircraft and to support their maintenance and training operations here in Hangar #2. Last month we also finalized our Self-Serve construction project close out negotiations with First Petroleum. On May 5th, Mr. Jason Kennedy and I met with representatives of Davenport Construction here at the airport for our Above Ground Storage Tank (AST) construction project scheduled to begin next month.

Finance Management

We have processed in-house and received our first CARES act reimbursement in the amount of \$59K to go towards operations.

Airport Operations and Maintenance

Over the past month, our maintenance technicians have been steadily mowing and trimming around the airfield and our contract landscapers added more decorative bushes and flowers. Our 14 CFR part 139 inspection is scheduled next week so our team is preparing diligently be ready for our annual visit. All our lighting and signage is operational including our PAPIs and our ARFF equipment is ready to perform.

KRWI Fixed Based Operations

KRWI fuel sales are up again from last month as we sold over 34K gal. (up from 24K gal.) of Jet A fuel and over 8K gal. (up from 5K gal.) of AvGas resulting in approx. \$251K (up from \$167K) in fuel sales and Fee revenues over the past month. Sales at the Self-Serve fuel farm are up again at 4K Gal. (up from 3K gal.) per month. Aircraft detailing is growing as well as we provided services to four aircraft last month alone.

FINANCIAL REPORT

Carl Warren stated that the Operational and Capital Account balance are in good shape. He stated that KRWI did receive the CARES ACT in the amount of 59K and that there were no expenses that stood out to him that needed to be gone over. KRWI is at a gain of 61K during the 10th month of the fiscal year. Bill Blackman made a motion and seconded by Johnson Bissette to approve the Financial Report for April.

ENGINEER'S REPORT - WK DICKSON

1. Airport Master Plan and Airport Layout Plan (ALP)

NCDOA has completed their initial review of the Airport Layout Plans and has issued review comments. Comments will be addressed, and the revised plans will be resubmitted to NCDOA. Estimated dates for NCDOA and FAA approval is 7/1/2022 and 7/1/2023 respectively.

The proposed text change to the Airport Overlay District language was submitted to Nash County Planning Department on March 29, 2022, for review. The proposed changes will revise the existing Airport Overlay District to reflect the height restrictions and land use recommendations shown in the updated Airport Layout Plan. Coordination will also be completed with Wilson County to update the Wilson County Airport Overlay District language.

2. 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. The pre-construction meeting was held on May 5th. Project work is scheduled to begin in May and be completed in December of 2022.

3. Self-Serve Fueling Station

An agreement has been reached with First Petroleum Services regarding final payment for this project. Preparation of final documents for contract and grant close out is underway.

ENGINEER'S REPORT – PARRISH & PARTNERS

Obstruction Clearing (Design/Bidding)

- Current Status
 - Awaiting confirmation of State Funding
 - Proceeding with EA
- Changes Since Last Discussion
 - Wetland review of airport site conducted on 4/1/2022
 - Work Authorization Amendment Under Approved and in IFA status with NCDOA
- Look Ahead
 - Complete EA and Submit to NCDOA
 - SHPO Coordination for tree removal near house in Runway 04 Approach
 - Permitting for Erosion Control with NCDEQ
 - Finalize Plans and Phasing

BUSINESS

UNFINISHED BUSINESS

There was no unfinished business discussed.

NEW BUSINESS

There was no new business discussed.

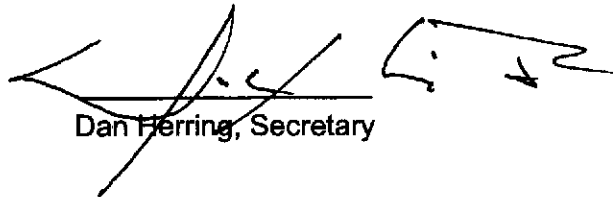
CLOSED SESSION

Dan Herring made a motion and was seconded by Bill Blackman to continue the Airport Authority Board Meeting in closed session for the purpose of discussing personnel matters. Closed session began at 12:51. The closed session adjourned at 1:06 pm.

CLOSING / ADJOURNMENT

At 1:06 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