

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

**Tuesday, March 28<sup>th</sup>, 2023**

**JOSH L. HORNE CONFERENCE ROOM**

**BOARD MEMBERS PRESENT**

MR. GARRY HODGES, CHAIRMAN  
MR. DAN HERRING, SECRETARY  
MR. CHARLES MULLEN  
MR. JAMES JOHNSON  
MR. JOHNSON BISSETTE

**BOARD MEMBERS NOT PRESENT**

MR. CARL WARREN, TREASURER

**EX OFFICIOS & STAFF PRESENT**

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

MS. TAMMY MOSELEY, OFFICE ADMINISTRATOR

**GUESTS PRESENT**

MR. JASON KENNEDY, PE, WK DICKSON, INC.  
JENNIFER MARTIN, PARRISH AND PARTNERS, LLC  
BOB LEAGUE

## **DIRECTOR'S REPORT**

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

### **Executive Administration**

On February 28th, the airport completed its annual EMS tabletop exercise with participation from many of our mutual aid partners. Participants from Edgecombe, Nash and Wilson County EMS and Law Enforcement attended the training which is an annual requirement for our FAA Part 139 inspection. On March 16th I gave an airport update presentation to the Rocky Mount Kiwanis Club at Benvenue Country Club in Rocky Mount. On March 18th we held our second annual Spring Equinox Pancake Fly-In. Mr. Bob League volunteered to help with the cooking. The event was well attended as we enjoyed much better weather this year than last year. Mr. Patrick Robertson and I represented RWI this year at our annual North Carolina Airport Association Conference which was held from March 19th through the 21st at Pinehurst Resort. The theme of this year's conference was economic development and many speakers and panelists including the NCDOT and the FAA were in attendance to help promote airport opportunities statewide and nationally.

### **Finance Management**

Project Ordinances to account for expenses relating to the new Aviation Industrial Park masterplan update and the T-Hangar design projects are ready for approval. All accounts receivables have been caught up in February. Our Accountants are running behind on financial reports and as such we are able to review January's report at this time.

### **Airport Maintenance Operations**

Edging pavement has been the focus for airfield operations in February. All taxiways have been edged and 50% of the runway has been completed. Airfield Operations personnel have been making sure all equipment is in good condition and running for the upcoming summer months. The Operations department has also been organizing all of our large equipment manuals and instruction documents. The FAA building cleanup is completed and is now fully operational.

Roof and walls renovation and repairs to the exterior of Hangars 4,5,6 & 7 have been completed. Next month we will be focusing on Herbicide treatment to the fences and buildings along with initial weed whacking and mowing in the airfield safety areas. The FAA has scheduled our annual Part 139 inspection in April so we are also preparing for their arrival.

- On schedule
- Alternative development underway
- Changes Since Last Discussion
  - Working paper #1 submitted
  - Comments expected
  - Director comments received
- Look Ahead
  - Alternatives presentation to authority
  - Finalize report

## **AVIATION INDUSTRIAL PARK FEASIBILITY STUDY AND MASTER PLAN UPDATE**

### **Monthly Status Report**

- Task 1.0 – Data Collection & Analysis
- Subtask 1.1 – Rocky Mount – Wilson Regional Airport Environs

Draft Complete. Parcel data received from Nash and Wilson Counties. Draft environmental complete.

Data collection on airport existing conditions complete. Surrounding land uses and zoning maps identified. Airport airspace model built. Developed base mapping for existing roadway and railroad infrastructure (CSX, Norfolk Southern and Coastal Carolina Railway). Identified sources for accompanying data and implementing into GIS files for presenting and future analyses and evaluation of alternatives. Section included in draft submittal 03/01.

- Subtask 1.2 – Competing Peer Airports

Draft Complete. Peer airports identified and data collected. Comparison matrix compiled.

Section to be included in draft submittal 03/01.

Working Paper 1 flip-through held with Dion on 3/24.

- Task 2.0 – Market Assessment

Draft Complete. SWOT visioning meeting held with the airport. SWOT / Visioning documents have been sent to stakeholders along with start of study information. Data for supporting the Market Assessment has been acquired, analyzed, and tabulated for including in findings document. Commodities types have been quantified and tabulated with forecasts.

Market surveys and Regional Competitive Analysis and included in Draft.

Working Paper 1 flip-through held with Dion on 3/24.

- Task 3.0 – Organizational & Operational Assessment

Draft Completed. Three ownership/operating models have been presented for developing freight rail service to the project site. Examples of each where in practice today is being developed as a value-add to the scope and submittal.

The Wilson County Planning Board discussed the proposed text change during their meeting on October 17th. At this meeting the board elected to not make a recommendation on the text change until after Nash Counties review is complete.

2. Underground Fuel Farm Closure and Above Ground Fuel Farm Improvements.

Driveway paving and most of the sitework for the Fuel Farm is complete. The 20,000-gallon Jet-A tank is scheduled to be delivered and installed in Summer of 2023.

3. T-Hangar Development Phase II (Design)

This project includes development of the next 24 Hangar units and associated site work.

Geotechnical Investigation and Survey is complete. Design work has started and is scheduled to be completed in June so that bid plans are ready by July 1st, 2023.

## **BUSINESS**

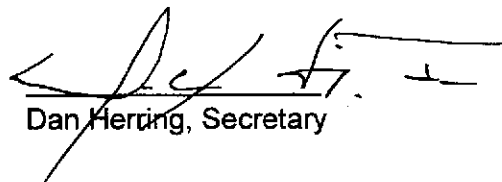
### **NEW BUSINESS**

Project Ordinances to account for expenses relating to the T-Hangar Phase 2 design project as well as the Aviation Industrial Park Study & Masterplan Update for 2022-2023 were both brought before the board members to be approved for authorization. A motion was made by Mr. Charles Mullen to approve and seconded by Mr. Johnson Bissett. The motion was carried out unanimously from all board members in attendance and the Project Ordinances dated for the 28<sup>th</sup> day of March 2023 were both adopted and signed by both Dan Herring and Gary Hodges.

## **CLOSING / ADJOURNMENT**

At 12.59 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