

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

Tuesday, April 18th, 2023

JOSH L. HORNE CONFERENCE ROOM

BOARD MEMBERS PRESENT

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

BOARD MEMBERS NOT PRESENT

EX OFFICIOS & STAFF PRESENT

MR. DION J. VIVENTI, CM, PE CFII DIRECTOR & FINANCE OFFICER
MS. TAMMY MOSELEY, OFFICE ADMINISTRATOR
MR BOB LEAGE, AIRPORT AMBASSADOR

GUESTS PRESENT

MR. JASON KENNEDY, PE, WK DICKSON, INC.
MR. TIM GRUEBEL, PE, PARRISH AND PARTNERS, LLC
MS. HILLARY CRAWFORD, EIT, PARRISH AND PARTNERS, LLC

OPENING

CALL TO ORDER

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

INVOCATION

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

PLEDGE

Mr. James Johnson led the Pledge of Allegiance.

INTRODUCTIONS

Chairman Garry Hodges welcomed Mr. Jason Kennedy, from WK Dickson, Tim Gruebel and Hillary Crawford, from Parrish and Partners and Mr. Bob League.

GUEST SPEAKERS

READING / APPROVAL OF MINUTES

The minutes from the previous meeting were distributed prior to the meeting and read by the board members. A motion was made by Mr. Charles Mullen and seconded by Mr. Johnson Bissette 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 March 29th, Jason Kennedy, Joseph Barkevich with WK Dickson and I met with Adam Tyson with Nash County Planning dept. to review UDO text change revisions and to make plans to formally present to the County Planning Board. Joseph, Jason, and I will be meeting again with the Nash County planning dept. on April 24th to further discuss the changes that are being prepared for the County planning board's review.

Finance Management

Project Ordinances to account for expenses relating to the Obstruction Removal project is ready for approval. The annual audit is currently over 30 days past due according to our contract. Our Accountants are again running behind on financial reports and as such we do not have February's or March's reports to review at this time. The airport has received their 2022 sales tax return prepared annually by the City of Rocky Mount.

Airport Maintenance Operations

Fence line herbicide treatment and edging runway pavement continues for airfield operations last month and is anticipated to be completed in April. Airfield Operations personnel have also been focusing on concrete flume cleaning and airfield lighting repairs. Exterior lighting upgrades to Hangers 5,6 & 7 have been completed. The Airport maintenance and ARFF staff are prepared for the annual FAA Part 139 inspection scheduled this month.

KRWI Fixed Based Operations

In the FBO we have continued to redecorate and renovate. Adding better lighting, a display case for the airport's achievements, and an employee wall. The men's restroom has been spruced up as well. We will continue to offer great customer service and look forward to a busy spring as the weather begins to warm up.

KRWI total fuel flowage for March was 32K gallons (down from 33K gallons in February). Self-serve fuel made up approximately 24% of fuel sales. FBO sales including fuel, merchandise and operation fees generated approximately \$179K in revenue (up from \$175K in February)

FINANCIAL REPORT

Mr. Warren went over the financial statements for February. Mr. Viventi commented that we were behind on our financial reports due to multiple circumstances but that we were working with our accountant to get caught back up. Mr. Dan Herring made a motion to approve the financial statements and then seconded by Mr. Charles Mullen. The motion was carried unanimously by all board members in attendance.

ENGINEER'S REPORT – PARRISH & PARTNERS

Obstruction Clearing (Design/Bidding)

- ➔ Current Status
 - Awaiting confirmation of State Funding
 - Coordination with Marth Hodge at NCDOA on EA
- ➔ Changes Since Last Discussion
 - Director approval to proceed with public notice
 - Finalizing documents
- ➔ Next Steps
 - Discussion/meeting with concerned landowners
 - Final review of plans by NCDOA
 - Bidding

Aviation Industrial Feasibility Assessment and MP Update

- ➔ Current Status
 - All tasks complete to date
 - Alternatives Review and Comment – Today!
- ➔ Changes Since Last Discussion
 - Working paper #1 comments received and incorporated
- ➔ Look Ahead
 - Alternatives presentation to authority
 - Finalize report
 - Begin ALP Update of ALD and Exhibit A

PROJECT PROGRESS REPORT - WK DICKSON

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

Text changes to the Airport Overlay District sections of the Uniform Development Ordinance (UDO) for both Nash and Wilson Counties have been submitted for consideration. The proposed text change will update the UDO language for each county to reflect the most current airspace map and land use planning recommendations from the newly approved Airport Layout Plan.

The next meeting with Nash County has been scheduled for April 24th to discuss the updated documents. The tentative schedule for future meetings include Nash County Planning Board on May 15th and a Public Hearing and County Commissioners meeting on June 5th.

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. 90% design documents will be ready for RWI review by the end of May.

BUSINESS

NEW BUSINESS

The board members were briefed on three conceptual alternatives for the aviation industrial park and were asked to make any comments to the plans with sticky notes on the posterboards displayed in the lobby area which in turn would be incorporated into the final presentation of the preferred alternative

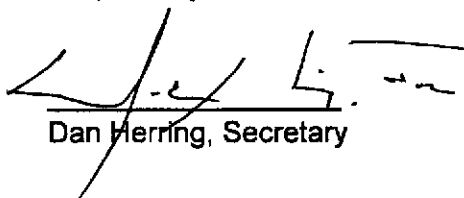
OLD BUSINESS

No old business was discussed

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