

Airport Advisory Committee Meeting

Captain Walter Francis Duke Regional Airport

October 27, 2003

Approved Minutes

I. CALL TO ORDER

Korey Smith, Chairman, called the meeting to order at 6:04 p.m. Other members present were: Bill McNamara, Stan Sweikar, John Stober, Jr., and Joseph Mitchell.

Staff members present were: George Erichsen - DPW&T Director, Airport Manager, and Recording Secretary.

II. MINUTES

A motion was made by Joseph Mitchell and seconded by Stan Sweikar to approve the August 25, 2003 minutes as presented. The motion passed with a vote of 5-0.

III. CHAIRMAN'S REPORT

Quorum Clarification - According to the Committee Bylaws, "during a period when any unfilled vacancy or vacancies exist on the Committee, the required quorum shall be reduced to one-half of the remaining members rounded to the next highest number." As such, tonight at least three (3) members must be present to constitute a quorum. There are five present this evening and therefore a quorum exists.

Appointment of New Committee Member - The Board of County Commissioners appointed Mr. John Stober, Jr. to fill one of the two vacancies in the Committee. Mr. Stober was present and was welcomed by the Committee members. Mr. Stober, Jr. gave a brief resume of his experience and a personal biography.

Revenue Update - For the period 7/1/03 – 9/31/03, the Airport generated \$19,240 in revenue.

Environmental Assessment (EA) - A coordination meeting with the sub-consultants has been scheduled for November 5, 2003 and the formal FAA / MAA kick-off will be held on December 4, 2003. The formal Notice to Proceed has been granted and Mr. Erichsen advised that the project should be completed in 18-24 months.

Maintenance Issue – Mr. Smith indicated that he had forwarded an email to Mr. Erichsen recommending that the County perform some weed and grass control measures on the ramps and taxiway areas.

Automated Weather Operating Station (AWOS) – It was noted that the temperature, density and dew-point information continues to be unreliable. Mr. Erichsen advised that the system was

still not commissioned by the FAA / FCC and would contact MAA's Mr. Bruce Mundie regarding the status of same and to report the operational deficiencies.

Capital Budget – Mr. Smith reiterated the Committee's support for the inclusion of showing a water and sewer extension in the County capital budget following completion of the EA. In addition, Mr. Erichsen advised that the projects listed in the approved Master Plan would also be shown in the FY 2005-2010 Plan.

Committee Email Listing – Mr. Smith passed out a sign-up sheet to reconfirm the email addresses of all current members. The five members took the time to complete same and the listing was presented to Mr. Erichsen for the record.