

June 20, 2012

**Elizabeth City Pasquotank County
Airport Authority Regular Session Minutes**

Directors

Chairman Jean-Pierre Miller Lloyd Griffin
Don Parks Orestes Gooden

Exofficio

City Manager Rich Olson, Asst. County Manager Rodney Bunch

Staff

Scott Hinton, Lindsay Lewis

Visitors

Wayne Harris, Anthony Sharp, Jim Blankenship, Ruby Cowper, Mary Ella Jackson, Joe Mihelic

Call to Order

Chairman Miller called the regular session meeting to order at 6:00pm.

Approval of the Minutes

Mr. Hinton reviewed the minutes with the board.

Dir. Griffin made the motion to approve the May Regular Session minutes. Dir. Gooden seconded the motion, and the motion carried 4-0.

Public Hearing

Chairman Miller called the public hearing for the 2012/2013 Budget to order at 6:05pm.

Mr. Hinton presented the 2012/2013 Budget to all attendees.

No comments or questions were submitted.

Chairman Miller closed the public hearing at 6:10pm.

Dir. Griffin made the motion to approve the 2012/2013 budget as presented. Dir. Parks seconded the motion, and the motion carried 4-0.

Financial Report

Mr. Hinton reviews the financial report with the board.

Dir. Parks made the motion to approve the financial report as presented. Dir. Gooden seconded the motion, and the motion carried 4-0.

Parking Lot Rehab

Mr. Hinton reports the prices from Barnhill have been received and will tie in the new curbing, repair terminal building, the existing asphalt by the generator including a spill kit, and concrete repair. The work order will stay open and go into the next fiscal year.

Ramp Rehab

Mr. Hinton reports there was a miscommunication with the Division of Aviation on the ramp repairs, they will not be able to cover 100% of the cost for the project at just our airport. They will do 100% of the design and engineering, but the ramp will be done at a 90/10 split. If the City and County stay with their \$35,000 contribution as presented for the budget, over a two year span, the airport will be in a position to cash flow the local match.

Policies and Procedures

Mr. Hinton reviews the rules and regulations and the changes as previously discussed by the board members. Mr. Hinton states if there are no further changes or revisions requested, he would like to adopt the rules and regulations with an effective date of September 1, 2012 and provide a copy to all tenants.

Dir. Griffin made the motion to adopt the rules and regulations effective September 1, 2012. Dir. Parks seconded the motion, and the motion carried 4-0.

Managers Report

Mr. Hinton informs the board that Invenergy has contracted to do a study of a wind turbine farm in Hails Lake and the effects on the airport. The Coast Guard Air Station does not currently support this project as it will affect usage of runway 1/19. The Division of Aviation has been notified by letter of the Coast Guard's concerns and has been made aware the FAA was not aware of the situation. Mr. Hinton requests the airport stand behind the Coast Guard with their decision to not support the Wind Turbine Study.

Mr. Hinton informs the board they are renting half the t-hangar to Telephonics for storage usage and they will be installing a roll up door for \$200.00 a month. Mr. Hinton reports the lease has been reviewed by Joe Forbes and the insurance company and modified to satisfy the usage of the t-hangar.

Dir. Griffin made the motion to go into closed session for approval of the minutes and discussion of expansion and relocation of industry. Dir. Gooden seconded the motion, and the motion carried 4-0.

Regular session reconvened at 7:15pm.

Dir. Griffin made the motion to adjourn. Dir. Parks seconded the motion, and the motion carried 4-0.

The meeting adjourned at 7:15pm.

Submitted by recording secretary Lindsay Lewis

Chairman

Jean-Pierre Miller_____

Secretary

Orestes Gooden_____