

**MINUTES
MOUNT/AIRY SURRY COUNTY AIRPORT AUTHORITY
January 14, 1997**

A meeting of the Mount Airy/Surry County Airport Authority was held in the conference room at John S. Clark Company on January 14, 1997 at 4:00 pm. Members attending were Thurman Watts, Nolan Kirkman, Lee Mills, Don Holder and Charlie Vaughn. Also attending were Attorney, Carl Bell and Richard George.

The minutes of the December 11, 1996 meeting were approved as submitted.

The treasurer's report was given by Chairman Watts. FBO account \$6,001.39, checking account \$10,091.43. The state has asked that all paper work on completed projects be forwarded to them.

Renfro's hanger is under construction. Grading and sewing grass is completed. Renfro went the extra mile in cooperation with the Airport Authority during the construction of the hanger. It was appreciated by all the members.

DOT has informed us that there may be a problem with the Pike Hanger being too close to the runway. DOT is checking on this. Site preparation will continue.


Charlie Vaughn reported on the fuel farm. He talked with Mr. Eaton about some things that may not be properly done. He will also talk with Chuck Boyles Consultants. Charlie will also discuss with both Chuck and Mr. Eaton about the meter on the jet fuel system. It does not give the proper reading. It will be checked and corrected.

Lee Mills reported on the terminal building expansion. He reported that everything is complete except the carpet and tile that should be completed in about two weeks.

Mark Cline accepted the lease agreement for the FBO. The lease will be effective February 1, 1997 through January 2002 on the conditions previously negotiated. Mark and Richard George are the owners of Mount Airy Aviation, Inc. They will take over the FBO on February 1, 1997. Good luck Mark and Chico, we are happy to have you as our FBO.

There being no further business the meeting adjourned.

Respectful submitted,


Donald L. Holder
Secretary

MINUTES
MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY
February 11, 1997

A meeting of the Mount Airy/Surry County Airport Authority was held at 4:00 p.m. in the conference room at John S. Clark Company on February 11, 1997. Members attending were Thurman Watts, Nolan Kirkman, Don Holder, Charlie Vaughn and Lee Mills. Other attendance included Attorney, Carl Bell, Mark Cline, Richard George and Cam Barnett.

The minutes of the January 14, 1997 meeting were approved as submitted.

A request for the budget was received from the City and County. Thurman Watts and Nolan Kirkman reviewed the budget and will submit it for the second component of the three-year payment (30,445.00) started last year. Thurman will send a letter with the budget request.

Hanger rentals were discussed. Wayne Sawyer requested a hangar. John Springthorp requested a hanger. Tommy Jackson made a request to change hangers after Brad Thomas' hanger becomes available. Chairman Watts asked Nolan to contact Wayne Sawyer and Tommy Jackson. They are to ask Wayne and Tommy to send Chairman Watts a letter with their requests. Chairman Watts will ask John to send a letter. Richard George asked for a hanger. It was agreed that the policy for renting or leasing a hanger will be requested by letter to the Airport Authority. Wayne Sawyer requested a hanger in early January 1997.

Pike's hanger was discussed. The hanger was approved by LPA and the Airport Authority. DOT sent The FAA a letter recommending their comments as soon as possible. Site preparations are underway.

The vehicle request to the county was answered by Commissioner Springthorp. A vehicle will be assigned to the airport when one becomes available.

John Shoulders was recommended to serve on the Airport Authority. Chairman Watts asked for the other members approval. Chairman Watts will recommend to the County Commissioner that John Shoulders be appointed to the Airport Authority.

Charlie Vaughn reported on the fuel farm. He reported some problems that have not been taken care of. Charlie will contact Mr. Eaton and Boyles Consultants.

Lee Mills reported on the terminal building. We need to pay the county for the building permit. Additional lights are needed over the counter. There are some items that need to be paid that were not in the contract. \$1,680.34 is owed to Mike McKinney. Lee listed the rest of the items.

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An FBO lease agreement has been completed!

A treasurer's report was given by Nolan Kirkman. He reported \$54,549.87 in checking and \$4,110.37 in the FBO account.

The FBO report was given by Mark Cline.

There being no further business the meeting adjourned.

Respectfully submitted,




Donald L. Holder
Secretary

MINUTES
MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY
March 11, 1997

The meeting of the Mount Airy/Surry County Airport Authority originally scheduled for March 11, 1997 was canceled. A quorum was not present. Present were Don Holder, Attorney, Carl Bell and Richard George, FBO. The meeting will be rescheduled.

Respectfully submitted,


Donald L. Holder
Secretary

MINUTES
MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY
April 1, 1997

A meeting of the Mount Airy/Surry County Airport Authority was held at 4:00 p.m. in the conference room at John S. Clark Company on April 1, 1997. Members attending were Don Holder, Thurman Watts, Charlie Vaughn, Lee Mills and Nolan Kirkman (by telephone). Others attending were Attorney, Carl Bell and Richard George.

The minutes of the February 11, 1997 and March 11, 1997 meetings were approved as submitted.

Chairman Watts briefed the members on a letter he received from Bill Maslyk of DOT. The letter says there are several airport projects which are not closed out. All projects are complete and should have been closed out by LPA Group, except the terminal building. Chairman Watts has spoken with LPA Group and has scheduled a meeting with them to take care of all projects and get the proper paper work to DOT.

Lee Mills reported on the terminal building. Everything is complete.

Don Holder made a motion to install a gate and walkway to the ramp from the terminal building. Motion seconded by Charlie Vaughn. Motion passed. Lee will have the concrete work done.

Charlie Vaughn reported that the tank farm is complete except a check valve that is bleeding back. The hose for aviation gas is too short. Some aircraft cannot be fueled without being moved. Charlie will speak with Eaton Petroleum about installing a longer hose.

H. H. H. is doing the landscaping. The cost will be approximately \$1,700.00. The fill dirt around the electric transformer needs something done to keep the dirt away from the transformer. We need to build a wall or slop the dirt and sow grass. We will look at the transformer after the meeting.

Chairman Watts received a letter from Floyd S. Pike Company regarding the pond we now mutually own. This pond creates a problem with their fencing their facility. Floyd S. Pike is proposing we let them have the pond so they can fence around it. In exchange they will give us some land below the pond. This land would straighten the property boundary. Chairman Watts will discuss this matter with Mr. Ratcliff.

Richard George gave the FBO report. He reported fuel sales to be good. 9,300 gallons in March and 7,020 in February.

Chairman Watts will check on a fire proof file cabinet for the Airport Authority.

Chairman Watts informed the members that DOT has rejected the location of the water tank


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proposed to be placed east of the airport. Jim Woody spoke with the FAA and has filed form 7621. He has suggested an alternate location. Chairman Watts sent a letter to John Springthorp about the location. DOT, LPA Group and the Airport Authority feel the tower should not be placed in the proposed location. After a discussion on the proposed location as in the request to the FAA by Jim Woody, the board unanimously approved correspondence to the County Commissioners asking that the tower not be located as proposed.

The county is doing a zoning study. They want to know if we want any restrictions around the airport.

There being no further business the meeting was adjourned.

Respectfully submitted,


Donald L. Holder
Secretary

**MOUNT AIRY-SURRY COUNTY
AIRPORT AUTHORITY**

P.O. Box 1468
Mount Airy, North Carolina 27030
(910) 789-1000

March 21, 1997

John Springthorpe
Chairman
Surry County Commissioners
Hamby Road
Dobson, North Carolina 27017

Dear John:

The members of the Airport Authority board have reviewed the proposed location of the water tower off Holly Springs Road and I have personally discussed it's proposed location with DOT and with our engineering advisor, LPA Group, in Raleigh. The concensus is that the proposed location is ill advised, at best. I have personally flown over the site and in my opinion the tower should not be installed at the proposed location.

As reflected in the attached letter from LPA Group, the proposed location projects the water tower into the restricted air space by 72', creating what we believe will be a raised minimum requirement by FAA, even if FAA approves the location. Additionally, it is a definitive pilot distraction and will be a major concern for any pilots who miss the approach or who make an alternate pass and circle the airport to come in from the opposite end.

If the minimums are raised by FAA, the entire future use of the airport will be restricted. All organizations who provide funding and/or support for the Mount Airy-Surry County Airport will have to consider the raised minimum requirement, if any, as well as all other concerns with respect to the use of the airport prior to approving the support funding. This includes not only Mount Airy and Surry County but DOT and FAA.

I have personally spoken with the pilots on the Airport Authority Board all of whom recommend against the location as shown. Apparently when the meeting was held between Mr. Woodie, DOT and LPA Group, an alternate location was recommended but was not selected by Mr. Woodie. I am sure that cost considerations are driving the proposed location, but I strongly recommend that consideration be given to locating the tower at an alternate location outside the horizontal surface area of the airport.

John Springthorpe

March 21, 1997

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We are currently preparing to canvass corporate aircraft owners requesting a contribution toward the purchase of an AWOS system, if the AWOS system is approved by FAA and DOT. As you are aware, it is currently under evaluation and we have requested funding assistance of the city and the county to install AWOS. We have for the last several years made efforts toward improving the airport and in fact with the GPS installation the minimum haven't been lowered. If the tower is constructed where located it will be a permanent condition. Please review the alternate location suggested by DOT and LPA with Mr. Woodie and make every effort to relocate the tower from it's proposed location.

Sincerely,

MOUNT AIRY-SURRY COUNTY AIRPORT AUTHORITY

Thurman Watts
Chairman

THE LPA GROUP of North Carolina, p.a.
Transportation Consultants
4904 Professional Court, Suite 201
Post Office Box 17736
Raleigh, North Carolina 27619
(919) 954-1244
FAX (919) 954-1345



March 19, 1997

Mr. Thurman Watts
Mt. Airy-Surry County Airport Authority
P. O. Box 6607
Mt. Airy, North Carolina 27030

Re: Mt. Airy-Surry County Airport
Elevated Water Tank

Dear Thurman:

We have reviewed the location of the proposed 300,000 gallon water tank as submitted on the 7460-1 form by Municipal Engineering Company. The proposed location penetrates the Horizontal Surface of the Airport by 72'. This location was one of two locations originally proposed by Mr. Jimmy D. Woodie of Municipal Engineering at a previous meeting in this office. At that time Bill Maslyk and myself informed Mr. Woodie that the two locations would not be acceptable. At that time we suggested the water tank be moved further down Holly Springs Church Road into an area of the Conical Surface. This alternate location did not penetrate any of the Airspace Surfaces of the Airport, however, the cost associated with the extra pipeline needed may have made the suggested alternate location prohibitive. We are of the opinion the FAA may approve the location, however, the minimums may be raised as a result. Unless the FAA approves the location without impact to the Airport, we would not recommend the water tank be installed in the proposed location.

Should you have any questions, do not hesitate to call.

Sincerely,

THE LPA GROUP of North Carolina, p.a.

A handwritten signature in dark ink, appearing to read 'Jim Farthing', written over a horizontal line.

JAMES C. FARTHING
Construction Manager

cc: Mr. Bill Maslyk

Member of THE LPA GROUP INCORPORATED

ATLANTA, GA • AUSTIN, TX • CHARLESTON, SC • CHICAGO, IL • COLUMBIA, SC • GREENSBORO, NC • KNOXVILLE, TN • MOBILE, AL
MYRTLE BEACH, SC • PHILADELPHIA, PA • RALEIGH, NC • TALLAHASSEE, FL • TAMPA, FL



STATE OF NORTH CAROLINA

Post-It* Fax Note 7671

To	Date	# of pages
Don Holder	2-17-97	4
Co/Dept.	From	
	Co.	
Phone #	Phone #	
Fax #	Fax #	

TRANSPORTATION

ATION
C 27611-5201GARLAND B. GARRETT JR.
SECRETARY

1997

FAXEDMEMORANDUM

TO: Robert Joyner
Municipal Engineering Services Co.

FROM: Bruce E. Matthews, Manager *Bruce Matthews*
Aviation Development

SUBJECT: Review of Proposed Water Tank Locations Near the Mt. Airy-Surry County Airport

Based on the information in your FAX transmission, neither of the locations you proposed will yield the ability to construct a high water tank without adversely impacting the airport.

The location on SR 1815 which is closest to the airport, would support a maximum tank top elevation of about 1350' MSL before it became an obstruction. This location is in the transitional surface for a precision GPS approach to runway 18 and thus is limited in height by the approach surface to this runway. Since the ground elevation in this area is about 1300' MSL, the overall height of the tank and appurtenances could not be more than about 50' above ground level.

The other location, on SR 1774, is within the area covered by the horizontal surface. The approximate elevation of the horizontal surface is 1390' MSL, thus no object at this location could extend above 1390' MSL without being an obstruction. Since the ground elevation in this area is about 1320' MSL, the overall height of the tank and appurtenances could not be more than about 70' above ground level.

FAA regulations require filing of notice of proposed construction for any object which penetrates a 1:100 (1' vertically for 100' horizontally) surface from the nearest point of a runway of an airport listed in the NOS Airport Directory. Since Mt. Airy-Surry County is such an airport, any proposed construction penetrating this surface should be coordinated with FAA prior to finalizing the location and starting construction.

AVIATION PARKWAY, RALEIGH: DURHAM INTL AIRPORT
PHONE (919) 571-4904 FAX (919) 571-4908



'97 02/17 16:15
Robert Joyner
February 17, 1997
Page 2

9107897609

ABCD

02

The FAA Airspace and Procedures Specialist handling North Carolina is Bill Fish at 404 305-5580. Mr. Fish can review any specific requirements with you, including filing forms, etc.

Since the airport has undergone expansion since the printing of the quad sheet you supplied, you may want to coordinate with the airport engineer to obtain current layouts and airspace plans. I would suggest talking with Jim Farthing of the LPA Group in Raleigh at 954-1244.

If we can be of any further assistance, please do not hesitate to let us know.

BEM

FAXED

MINUTES
MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY
June 17, 1997

A meeting of the Mount Airy/Surry County Airport Authority was held at 5:00 p.m. in the conference room at the airport. Members attending were Don Holder, Thurman Watts, Nolan Kirkman, Lee Mills and John Shoulders. Others attending were Buck Golding (County Commissioner) and Richard George (FBO).

The minutes of the April 1, 1997 meeting were approved as submitted.

The status of our on going projects was discussed. The terminal building project is complete. The gate and walkway to the ramp are complete. The retaining wall around the power transformer is complete. The work was done by HHH Landscaping at a cost of \$450.00. This \$450.00 will be deducted from the rent HHH Landscaping owes the airport authority. John S. Clark Company furnished the backhoe at no charge.

Chairman Watts presented a letter from Pike Electrical Contractors regarding the fish pond and fencing. Pike Electrical Contractors would like to fence their property. Pike Electrical Contractors is offering to fence the property in exchange for the pond and a small strip of land. We will meet with Mr. Ratcliff as soon as possible.

We received notification from The State of North Carolina DEHNR that we have not filed a UST application. Eaton Petroleum was notified and says they have filed. Eaton Petroleum will check on this matter. Charlie Vaughn is working with Eaton Petroleum to get this straightened out.

LPA group has completed the paper work for all of our projects. The paper work was received by the DOT. Chairman Watts received a letter from the DOT thanking him.

Chairman Watts briefed the members on the proposed construction and location of the water tank to be installed near the airport. According to FAA officials and North Carolina DOT all locations discussed to this point interfere with IFR traffic at the airport.

Nolan Kirkman gave the treasure's report. Nolan reported \$15,791.16 in checking and all bills are paid. He reported \$4,084.64 in the money market account. The FBO account has been closed.

The NDB is not being monitored. Richard George will check with 911 communications to see if they can monitor it. The NDB must be monitored or a notice placed with the FAA. A notice will be placed with the FAA.

The need for a conference table for the airport was discussed. Don Holder and Nolan Kirkman will check into finding one.

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The airport authority is paying insurance on the airport and the FBO is paying insurance. Richard George will check with the insurance company.

Richard George gave the FBO report. He reported sales of 11,000 gallons in May. A gate to the rotating beacon is being installed.


Nolan made a motion to sell the old NDB to Twin Lakes Airport for \$200.00. Motion seconded by John Shoulders. Motion passed.

Don Holder made a motion to have the three large trees by the fuel farm cut down. The cost would be \$500.00 to \$600.00. Motion seconded by Nolan Kirkman. Motion passed.

After some discussion about our next meeting, we agreed to meet the second Tuesday in August at 5:00 p.m. The meeting will be in the airport conference room.

Their being no further business the meeting was adjourned.

Respectfully submitted,


Donald L. Holder
Secretary

MINUTES
MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY
August 12, 1997

A meeting of the Mount Airy/Surry County Airport Authority was held at 5:00 p.m. in the conference room at the airport. Members present were Don Holder, Nolan Kirkman, Lee Mills, Charlie Vaughn and John Shoulders. Others attending were Attorney, Carl Bell and FBO Richard George.

The minutes of the June 17, 1997 meeting were approved as submitted.

We discussed a letter received by Chairman Watts from DEHNR. The date of the letter is August 11, 1997. The letter was the closure of the removal for the old under ground storage tank. Other discussions on the subject were about the bill from Boyles Consulting. This Bill is for applying for the fuel permit. After Charlie arrived at the meeting we learned that Boyles had to apply for the permit a second time because the state lost the paperwork for the first permit. The \$285.00 bill is for Boyles time involved in applying for the second permit.

Don Holder informed the members that he and Nolan meet with Barney Ratliff. They walked over the property that the airport is trading to Pike in exchange for Pike fencing the east side of the airport. We will be trading them the property where the pond is.

We now have a conference table for the airport thanks to Basset furniture. They donated the table. We will ask Chairman Watts to write Basset a letter thanking them.

Richard George informed the members that the NDB is out again. It has been on and off for some time. It is being worked on but they have been unable to find the problem. All the trouble started a few months ago after a lighting strike. Nolan will keep a check on this and find out if it can be repaired or if we need to purchase a new NDB system. Richard George is talking with Johnny Shelton of 911 about monitoring the NDB.

We received a letter, dated August 5, 1997, from the Southern Region FAA about the proposed water tank near the airport. The letter says that the proponent withdrew their proposal. Therefore, the study was terminated. We understand the county is going to locate the water tank away from the airport.

We received a letter from Terry Galyean, pilot for Surry Chemical. The letter said that there is a bush hog in our parking area in front of their hanger. After some discussion we decided to look into the problem of parking vehicles on the ramp and in front of hangers.

Nolan Kirkman reported the fence by Holly Springs Road has been damaged, again, by a vehicle. The fence company has been notified to fix the fence. The driver's insurance should pay for the repairs.


Nolan Kirkman gave the treasurer's report. He reported all bills are paid. There is a balance of \$7,821.09 in the checking account.

Richard George gave the FBO report. He reported fuel sales of 8,984 gallons.

Carl Bell will check our hanger lease agreement to see if the hangers can be subleased to a third party. We need to set a policy.

There being no further business the meeting was adjourned.

Respectfully submitted,


Don Holder,
Secretary

MINUTES
MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY
September 9, 1997

A meeting of the Mount Airy/Surry County Airport Authority was held at 5:00 p.m. in the conference room at the airport. Members attending were Don Holder, Nolan Kirkman, Thurman Watts, Charlie Vaughn, John Shoulders and Lee Mills. Others attending were Attorney, Carl Bell and Richard George (FBO).

The minutes of the August 12, 1997 meeting were approved as submitted.

John Shoulders reported on chairs for the conference room. He has eight chairs on order at a cost of \$1,000.64. They will be delivered in about six weeks.

Nolan Kirkman gave a briefing on the fence deal with Pike Electric. As negotiated with Pike and the Airport Authority, Pike will receive ownership of the pond and land around the pond. In return Pike will fence the east side of the airport. They will provide access for mowing the bank.

Richard George reported that the NDB is working. There have been extensive repairs done on the system since the lighting strike last spring. They also installed a lightning rod. A ground inspection was performed in August. Some remarks from the report were the grass around the equipment needs cutting and the remote motion is inoperative. Richard will call about having the grass mowed.

Bill Maslyk of DOT is not satisfied with the location of the water tank. If the tank is put in without DOT's approval they may cut off funds to the Mount Airy/Surry County Airport. Chairman Watts will write a letter to the county commissioner about the tank placement and the fact that we were told if the Airport Authority would give Pike through the fence access the airport would get water and sewer when it was run for Pike.

There have been some suggestions that a wind sock be placed at each end of the runway. After a short discussion the members agreed that we do not need an unapproved wind sock. We will look into the suggestion. We also need to check the lights at our wind sock.

Nolan reported on the AWOS. Bill Maslyk is looking into the approval of the location. Mr. Maslyk thinks we could have an AWOS within two years.

Some pilots have reported to Authority members that the radio (unicom) is not being answered when they call in for airport information. In IFR conditions they have to have an altimeter reading. This was discussed with the FBO. We will have speakers installed outside on the ramp side of the hanger. Another will be installed at the maintenance hanger.

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The concrete pad was removed from the ramp that had the metal building on it. We will have the asphalt patched.


Parking on the ramp by the "T" hanger was discussed. Nolan will talk with the people who are complaining.

The FBO report was given by Richard George. He reported sales of 7,294 gallons. He has a problem with the garbage dumpster. People are filling it full with boxes parts come in, using it when they clean out their hangers, and some are bringing garbage from home. Richard's question is, "Does he have to furnish everyone with a place to dispose of their garbage?" After a discussion it was decided that the people doing this should be talked with and everyone needs to know that the dumpster is for the FBO and he will decide who uses it.

Nolan Kirkman gave the treasure's report. He reported \$8,245.87 in checking.

There being no further business the meeting was adjourned.

Respectfully submitted,


Donald L. Holder
Secretary

MINUTES
MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY
November 18, 1997

A meeting of the Mount Airy/Surry County Airport Authority was held at 5:00 p.m. in the conference room at the airport. Members attending were Don Holder, Thurman Watts, John Shoulders, Charlie Vaughn and Nolan Kirkman. Others attending were Attorney, Carl Bell, Bill Myslik of DOT, Richard George, FBO and Mark Cline, FBO.

The minutes from the September 9, 1997 meeting were approved as submitted.

Charlie Vaughn gave a fuel farm report. The Department of Environmental Health and Natural Resources will do a voluntary audit of our underground fuel storage facility. Charlie will ask for a voluntary audit of our underground fuel storage facility. This will assure that we have all our paper work in order.

Chairman Watts gave each authority member a copy of the latest audit report and financial statements ending June 30, 1997. He also gave each member a letter dated September 18, 1997. The audit was conducted by Strand, Skees, Jones and Company.

Chairman Watts presented a letter from the County Attorney requesting an easement right of way for installation of water and sewer lines. After reviewing the accompanying map and some discussion John Shoulders made a motion to grant the easement. Motion seconded by Don Holder. Motion passed.

Clearing of the right of way by Highway 52 was discussed. DOT does not clear the right of way. We will need to make arrangements to have the clearing done.

Pike Electric has had the Fencing done on the East side of the airport. When the survey is completed we will transfer the land.

Bill Myslik reported on the AWOS. He reported the cost probably would be on a 50-50 basis. It could be on a 90-10 basis. We must wait and see what money is available. He thinks we will have an AWOS in about eight months. The cost of the system ranges from approximately \$43,000.00 to \$73,000.00. Bill also advised us that part 77 height ordinance is needed.

Richard George gave the FBO report. He reported fuel sales of 4,823 gallons. The NDB monitor is fixed. The NDB is not being monitored 24 hours. Don Holder will look into having the system monitored 24 hours.

Granite City Sounds has been contacted about installing speakers on the Hanger. These speakers will allow aircraft calls for information to be monitored.


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A letter from Mark Cline regarding fuel allowances from corporate operations was discussed. Nolan and Richard will work out details with the corporations. Nolan will write a letter requesting a copy of the delivery ticket.

Hanger requests were discussed. Additional hanger space will be discussed at a later date.

There being no further business the meeting was adjourned.

Respectfully Submitted,


Donald L. Holder
Secretary

MINUTES
MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY
December 9, 1997

A meeting of the Mount Airy/Surry County Airport Authority was held at 5:00 p.m. in the conference room at the airport. Members attending were Don Holder, Lee Mills, Thurman Watts, Charlie Vaughn, John Shoulders and Nolan Kirkman. Others attending were Attorney Carl Bell, Richard George and Jimmy Muddy.

The minutes of the November 18 meeting were approved.

Charlie Vaughn reported on the fuel farm. He reported that Boyle's engineering will give the specifications for the proper fuel valve and will order one.

Chairman Watts presented a letter from LPA regarding a need for a height overlay or height restriction for the airport, FAA Advisory Circle (AHO). A sample was provided by LPA. Attorney Carl Bell and Nolan Kirkman will work on this matter.

Chairman Watts received a letter from DOT stating that our Transportation Improvement Program (TIP) is due by January 16, 1998. Chairman Watts reviewed the TIP request with LPA. After discussing the project we agreed to submit the TIP to DOT.

A discussion was held regarding lack of hanger space. John Shoulders will evaluate hanger rental and cost of building hangers. Richard George will determine the need or requests for hanger space.


The FBO report was given by Richard George. He reported fuel sales of 3,287 gallons.

Nolan Kirkman gave the treasurer's report. He reported \$29,069.77 in checking.

Don Holder will get with Johnny Shelton and make arrangements to have the NDB monitored. It will be monitored by the Surry County Communication Center.

There being no further business the meeting was adjourned.

Respectfully submitted,


Donald L. Holder
Secretary