

Mount Airy / Surry County Airport Authority

PO Box 6607
Mount Airy, NC 27030

MINUTES

Date: January 14, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Cam Barnett
Charlie Vaughn
Steve Woronoff

Members Absent: Nolan Kirkman

Others Present: Carl Bell, Attorney
Richard George, FBO

On a motion by Cam Barnett, seconded by Charlie Vaughn, the minutes of the November and December meetings were approved unanimously.

Chairman Holder gave the treasurer's report indicating that there is \$23,226.48 in the checking account and all bills have been paid. The second of three progress payments has been made on the maintenance hanger construction project.

Chairman Holder reported that the accountant sent the annual financial report in to NCDOT and that \$276 was paid for snow removal.

On a motion by Cam Barnett, seconded by Steve Woronoff, the authority unanimously approved a change order for the maintenance hanger project in the amount of \$2,750 to accomplish the following:

1. Add insulation and wainscot on inside of wall shared with existing hanger.
2. Add two (2) lights to illuminate doorways.
3. Add two (2) outside wall packs with photocells.
4. Add two (2) sodium vapor lights outside.
5. Add two (2) receptacles to inside hanger wall.

After discussion, it was decided to:

1. Add a personnel gate adjacent to the vehicle gate that is across the access road and behind the new maintenance hanger.
2. Locate the air compressor in the corner of the old hanger.
3. Keep the old and the new hangers on the same electrical meter.

Richard George gave the FBO report. He reported fuel sales for December as 1,930 gallons of 100LL and 1,464 gallons of jet fuel. He also reported that: 1) the rotating beacon is out of service and the repairman is expected this week; 2) the Unicom antenna has been installed and is working well.

Minutes of January 14, 2003 Meeting

On a motion by John Springthorpe, seconded by Steve Woronoff, the Authority unanimously approved a budget of \$5,000 for the First Flight Celebration on May 10, 2003. Cam Barnett is in charge of the preparations.

There being no further business the meeting was adjourned.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

PO Box 6607
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MINUTES

Date: February 11, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Nolan Kirkman, Treasurer
Cam Barnett
Charlie Vaughn
Steve Woronoff

Members Absent: None

Others Present: Carl Bell, Attorney
Richard George, FBO
Craig Hunter, County Commissioner
Dain Riley, LPA Group

Dain Riley discussed the latest drawings for the Airport Expansion Project. Preliminary results of the environmental overview were positive, with no indication of problem areas. Dain will prepare documentation for the NCDOT meeting on February 21 at which Chairman Holder, Nolan Kirkman, and John Springthorpe will represent the Authority.

On a motion by Cam Barnett, seconded by Charlie Vaughn, the minutes of the January meeting were approved unanimously.

The Treasurer gave his report indicating that there is \$39,079.14 in the checking account and all bills have been paid.

On a motion by Nolan Kirkman, seconded by Don Holder, the Authority unanimously directed the attorney to terminate the lease with HHH Landscaping and to pursue the company and its owner for many months of unpaid rent.

Charlie Vaughn reported that the doors on the maintenance hanger are too large for the opening. He is working with the contractor to resolve the problem.

On a motion by Nolan Kirkman, seconded by Cam Barnett, the Authority:

- 1) Okayed a payment of \$300 to Jesse Paine to clear the trees near the runway and taxiways.
- 2) Directed the Treasurer to work with the insurance company to increase the surety bond to \$500,000 and to have it include the Chairman and the Treasurer.
- 3) Authorized \$800 for the construction and installation of a replacement sign (3' x 32') over the door of the large hanger.
- 4) Directed the Attorney to compile and review all of the hanger leases.
- 5) Elected John Springthorpe as Vice-Chairman of the Authority.

Minutes of February 11, 2003 Meeting

Cam Barnett reported that the First Flight Celebration is on track for May 10.

Richard George gave the FBO report. He reported fuel sales for January as 1,535 gallons of 100LL and 1,176 gallons of jet fuel. He also reported that the repairperson is due tomorrow with the parts to repair the rotating beacon.

There being no further business the meeting was adjourned.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

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MEETING NOTES

Date: February 21, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Vice-Chairman / Secretary
Nolan Kirkman, Treasurer

Others Present: Rick Barkes
NCDOT Manager, Airport Development

Marshall Sanderson
NCDOT NavAids Program Manager

Bill Maslyk
NCDOT Airport Project Manager

Eric Pike
President, Pike Electric

Don Brookshire
City Manager, City of Mount Airy

At the request of NCDOT, three representatives of the Authority met with State officials at the Wilkes County Airport. The purpose of the meeting was to review the State's new program for airport funding and to discuss the current status of, and future projects for, the Mount Airy / Surry County Airport (MWK).

Mr. Pike and Mr. Brookshire accompanied the Authority members to lend their support for the airport expansion project that would lengthen the existing 4,300' runway.

Mr. Pike provided a compelling review of the limitations the current facility presents to his company and its customers who use corporate aircraft for transportation. Mr. Barkes asked several pertinent questions and seemed pleased that the Authority had this level of support in the business community.

Later in the meeting, Mr. Brookshire discussed the City's long-standing support for the airport and his belief that it was an essential component for future economic growth. When asked about the Authority's ability to provide funding for the local share, Mr. Brookshire said that he thought the funding would be available.

Mr. Barkes said that NCDOT will respond to the FAA on behalf of the airports for the development plans that are due on March 1, 2003. Apparently, the FAA mistakenly sent the requests out to the individual airports. This has caused a great deal of confusion, but NCDOT will take care of the forms.

The NCDOT officials reviewed the available funding for airports in North Carolina. The Federal government provides \$21 million to the

Notes From Meeting With NCDOT On February 21, 2003

State, but 2/3 of that money is designated for named projects, leaving \$7 million to be shared between all the airports in the state. The State budget for airports is \$10 million. That means there is only \$17 million to maintain, repair, and improve 72 airports. Legislative support is needed for adequate State funding levels.

The Federal AIR-21 program provides \$150,000 to qualifying airports for certain categories of projects and that program is expected to continue. The State is considering a similar program beginning in FY04 with a funding level of perhaps \$3 million.

ACTION ITEM - The Authority must immediately submit the grant forms for the FY01 and FY02 AIR-21 projects by letter to the Division of Aviation. Due to a misunderstanding of the FAA formulas, the paperwork submitted by NCDOT did not allow MWK to qualify for the full \$150,000 in FY01 and FY02. That problem has been corrected and the full amount should be available for future qualifying projects. Nancy Ziegler is the Grants Administrator for NCDOT-DOA.

ACTION ITEM - The Authority members advised the DOT officials of the scheduled First Flight Celebration at MWK on Saturday, May 10, 2003. The Authority was advised to contact Bobby Walston who coordinates the calendar for the First Flight Celebrations across the state.

ACTION ITEM - The DOT officials reviewed each item on the Airport Inventory Report. The Authority must get answers for any missing items and submit updates and corrections no later than March 31, 2003.

ACTION ITEM - The DOT officials asked about the approach certification and it was explained that the recent bad weather had forced the surveying to be rescheduled for March. DOT indicated that the form required not just a survey, but also a certification by the Authority as to the clearances on the approach. The March 31, 2003 date is acceptable for submission of that certification.

ACTION ITEM - NCDOT provided a drawing showing the Pavement Condition Index (PCI) for various areas of the MWK airport. There are no areas that require major repairs and the runway and fueling area are in top condition. However, nearly the full length of the taxiway is in need of maintenance. The Authority must provide a plan to address this need before new projects will be considered.

ACTION ITEM - There is some question about the weight rating of the MWK runway. The FAA lists it as 10,000 pounds, but the Authority feels like it should be 30,000 pounds based on the last improvement to the runway. Borings should be done to determine the runway weight rating, and if necessary, send a correction to the State and the FAA.

The Authority presented its plan for the expansion of the Mount Airy / Surry County Airport. The plan calls for the runway to be lengthened from 4,300' to 5,500 feet, and for the taxiway to be extended for the full length of the runway, and for the apron to be made larger to better accommodate corporate aircraft. The Authority presented resolutions of support from the Board of Commissioners of Surry County and the City of Mount Airy, along with letters of support

from five corporate users of the airport. The Authority also provided evidence that the County had enacted an Airport Height Ordinance and was in the process of creating a Small Area Plan to zone the land surrounding the airport. This was received very well and the State officials congratulated the Authority on the progress made thus far.

One challenge of this project is that Holly Springs Church Road must be relocated to accommodate the longer runway. Fortunately, this will not impact on any houses, but it will affect an empty warehouse, a volunteer fire station, and a convenience store.

ACTION ITEM - The NCDOT officials discussed the possibility of shifting the moving of Holly Springs Church Road to the highway division as a road project instead of an aviation project. At a meeting held with the highway division within the last 24 months, one of the district engineers indicated that they would be willing to do that. Another meeting should be held with the district highway engineers to finalize the arrangements.

ACTION ITEM - The NCDOT officials indicated that the Airport Height Ordinance is adequate for the current runway, but it must be changed to protect the area around the proposed extended runway. The revised ordinance must be in place before funding will be provided for the expansion project.

ACTION ITEM - The expansion plan calls for a 300' Runway Safety Area (RSA) beyond each end of the runway. The NCDOT officials recommended that the RSA be changed to 1,000 feet. They offered Advisory Circular 150 on Airport Design for assistance.

ACTION ITEM - The expansion plan, approach certification, and the Airport Height Ordinance look out to 10,000 feet from the runway end to calculate obstruction clearances. The NCDOT officials recommended that 50,000 feet should be used and suggested that FAR Part 77 be used for reference.

ACTION ITEM - Based on the past advice of NCDOT officials, the expansion plan does not call for a precision approach. However, the State no longer believes the FAA will be successful in its plans to eliminate ground-based approach aids. Given the heavy use of MWK by corporate aircraft, the Division of Aviation is now recommending that the plan reflect installation of an Instrument Landing System (ILS).

ACTION ITEM - The Authority asked about getting a non-precision approach for Runway 18. There is currently no approach, and the circling restrictions make a bad weather landing on Runway 18 unlikely. Mr. Sanderson said to send him a letter with the request and his office would evaluate what could be done.

ACTION ITEM - The Authority asked about getting simpler designations for the intersections on the GPS-36 approach for MWK. Mr. Sanderson said any suggestions should be forwarded to his office by letter identifying the current designation and the suggested replacement.

Mount Airy / Surry County Airport Authority

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MEETING NOTES

Date: March 3, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Vice-Chairman / Secretary
Nolan Kirkman, Treasurer
Charles Vaughn
Steve Woronoff

Others Present: Congressman Richard Burr (NC5)

The above-listed members of the Mount Airy / Surry County Airport Authority met with Congressman Richard Burr at City Hall in Mount Airy.

The Authority made a presentation on the airport expansion project and discussed what progress had been made. A booklet entitled "Mount Airy / Surry County Airport Expansion Project - March 2003" was given to Congressman Burr for his reference. The booklet contained a project description, timeline, cost schedule, drawing, resolutions of support from local governing bodies, and letters of support from five businesses that have aircraft based at Mount Airy.

Congressman Burr asked questions about current utilization and the impact of the limitations being experienced. He also inquired about what economic impact the improved airport would have for the community. He suggested that NCDOT would have to be responsible for relocating Holly Springs Church Road and recommended that past conversations with NCDOT be revisited to get their concurrence on accepting that responsibility.

As far as Federal funding, Congressman Burr said he didn't recall seeing anything greater than \$1 million being provided as a named project through the Appropriations Committee. While that could be pursued, he stressed that we needed to talk with the FAA Southern Region to make them aware of the project and to see what might be available through those channels. Once the project has some visibility within the FAA, he will have something concrete to discuss with them. Apparently, the FAA has significant discretionary resources at their disposal. Congressman Burr believes this is the most likely source of funding for a project of this nature.

We asked Congressman Burr whether we needed to contact his colleagues in the House or our representatives in the Senate. He said that was not necessary right now.

ACTION ITEM - Contact the FAA Southern Region to begin discussions about the project.

Mount Airy / Surry County Airport Authority

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MINUTES

Date: March 11, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Nolan Kirkman, Treasurer
Cam Barnett
Charlie Vaughn
Steve Woronoff

Members Absent: None

Others Present: Carl Bell, Attorney
Richard George, FBO

On a motion by Cam Barnett, seconded by Charlie Vaughn, the minutes of the January meeting were approved unanimously.

The Treasurer gave his report indicating that there is \$40,167.24 in the checking account and all bills have been paid. He also reported that the total cost for the maintenance hanger was \$145,776.83.

On a motion by Nolan Kirkman, seconded by Charlie Vaughn, the Authority:

- 1) Agreed to spend \$125 to bury the propane gas tank outside of the new hanger.
- 2) Agreed to spend \$1,000 to repair and improve the landscaping around the terminal building.

Cam Barnett reported that the First Flight Celebration is on track for May 10, but there was some question about military involvement due to the potential conflict overseas.

Richard George gave the FBO report. He reported fuel sales for February as 1,832 gallons of 100LL and 1,192 gallons of jet fuel. He also reported that: 1) the replacement sign over the large hanger will be installed next week; 2) the rotating beacon was worked on, but is still inoperative and is awaiting parts.

At the direction of the Authority, Richard George agreed to: 1) contact an electrician to install the lights for the new flagpole; and 2) contact a gutter company to repair the rain gutter over the rented hanger.

John Springthorpe reviewed the status of the expansion project and the contacts made to secure funding. Applications for grants have been submitted with federal authorities and project materials have been sent to the FAA and congressional offices.

Minutes of March 11, 2003 Meeting

After discussion, the Authority decided to contact The LPA Group about the drainage problem in front of the old maintenance hanger, the runway weight rating, the AIR-21 applications, and the approach certifications.

On a motion by Nolan Kirkman, seconded by Charlie Vaughn, the Authority voted unanimously to rent the new maintenance hanger to Richard George, dba Mt. Airy Aviation, from March 11, 2003 through January 31, 2004 for the sum of \$600 per month, with the March rent being prorated down to \$400, for the sole purpose of performing maintenance on aircraft. Mr. George is responsible for the electricity and gas and for insurance on the contents of the hanger. Mr. George was present at the meeting and agreed to these terms.

The Authority counseled the FBO regarding: 1) parking in front of the terminal building; 2) fuel sales in non-metallic containers and for non-aviation uses; and 3) cleaning in and around the terminal building.

There being no further business the meeting was adjourned.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

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MINUTES

Date: April 8, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Nolan Kirkman, Treasurer
Cam Barnett
Charlie Vaughn

Members Absent: Steve Woronoff

Others Present: Carl Bell, Attorney
Richard George, FBO

The minutes of the March 11, 2003 meeting were approved.

The Treasurer gave his report indicating that there is \$36,790.43 in the checking account and all bills have been paid. He reported that the bollards, curbing, pavement repair, and water drain repair need to be done by Warren King in order to complete the maintenance hanger project.

Cam Barnett discussed the arrangements for the First Flight Celebration to be held on Saturday, May 10, 2003. He reported that, due to a doubling of insurance cost, the P-51 Mustang and the B-25 Bomber will not be able to attend. There will be six war birds at the celebration including a T-6, a Steerman, an L-19, and a T-34. Locally based aircraft will be on static display and will include a Lear 31, a Turbo Commander, and a Seneca V. The NC Highway Patrol has been contacted about bringing their helicopter to display. There will be barbecue and soft drinks, a "moon walk" for the kids, and a demonstration of radio controlled airplanes.

John Springthorpe presented a design for a poster advertising the First Flight Celebration that the Authority approved with some changes. The Authority agreed to have them printed and given out for distribution.

Richard George gave the FBO report. He reported fuel sales for March as 2,298 gallons of 100LL and 1,715 gallons of jet fuel. He also reported that: 1) the replacement sign over the large hanger has been installed; 2) the gutter repair has been done; 3) the rotating beacon is working; and 4) he is still waiting on a quote for the lights for the flagpole.

Chairman Holder reported receiving a letter from Congressman Burr saying his office had submitted, and would continue to support, our request for funding under the Transportation Equity Act.

John Springthorpe reviewed the status of the expansion project and the contacts made to secure funding. An additional application has

Minutes of April 8, 2003 Meeting

been made for a federal grant and submitted through the office of Congressman Richard Burr. Meetings have been held with City and County officials to discuss local support for the project. Local officials have taken action to secure funding for the required local match. Overall, officials at all levels, from the City up through Congress, are very positive about their support.

On a motion by Charlie Vaughn, seconded by Don Holder, the Authority unanimously approved spending up to \$3,225 to paint the walls and ceilings inside the terminal building, and \$140 for new closet doors. A bid for those amounts was received from Warren King. Charlie will investigate lower cost alternatives that can be completed prior to the First Flight Celebration.

On a motion by John Springthorpe, seconded by Don Holder, the Authority voted unanimously, subject to the attorney's review and approval, to enter into a contract with The LPA Group for an amount not to exceed \$149,977 for the Environmental Assessment, the Final Airport Layout Plan (including the Approach Certification), and Project Formulation work. If possible, fewer than the three proposed runway alternatives will be considered in order to reduce the overall cost.

The Authority directed the FBO to have the unlicensed cars towed off of airport property.

There being no further business the meeting was adjourned.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

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MINUTES

Date: May 13, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Charlie Vaughn
Steve Woronoff

Members Absent: Nolan Kirkman
Cam Barnett

Others Present: Carl Bell, Attorney
Richard George, FBO
Brooke Bates

The minutes of the April 8, 2003 meeting were approved.

Chairman Holder reported that the bollards, curbing, pavement repair, and water drain repair are still incomplete. He will contact Warren King to get the work scheduled.

Richard George gave the FBO report. He reported fuel sales for April as 2,623 gallons of 100LL and 223 gallons of jet fuel. He also reported that the flagpole lights have been installed.

The Authority approved 1) spending \$600 for the DEHNR Fuel Storage Tank Permit; and 2) moving the June meeting from June 10 to Tuesday, June 17, 2003.

There being no further business the meeting was adjourned.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority
PO Box 6607
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MINUTES

Date: June 17, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Charlie Vaughn
Steve Woronoff
Cam Barnett
Nolan Kirkman

Others Present: Richard George, FBO
Brooke Bates
Don Brookshire, City Manager

The minutes of the May 13, 2003 meeting were approved.

Chairman Holder reported that the bollards and curbing were not part of the hanger contract. He will contact Warren King to get a price on completing the work. He also indicated that he would get a pest control company to provide termite service.

Cam Barnett will investigate what is needed to replace the closet doors at the entrance to the terminal building.

The Approach Certification and the Runway Weight Limit report and the Airport Inventory report were submitted to NCDOT as required. The LPA Group is working on the AIR-21 paperwork.

Richard George gave the FBO report. He reported fuel sales for May as 2,574 gallons of 100LL and 1,410 gallons of jet fuel. He also reported that the rotating beacon is intermittent and the ARINC ground communications outlet is intermittent.

On a motion by Steve Woronoff, seconded by Charlie Vaughn, the authority voted unanimously to accept the proposal from the Martin Starnes accounting firm in the amount of \$4,500 for one year to perform the financial audit of the authority.

HHH Landscaping still has equipment on airport property. Chairman Holder will contact the attorney, Carl Bell, to pursue their eviction. He will also talk with Carl about compiling the leases in preparation for the audit.

On a motion by Charlie Vaughn, seconded by Cam Barnett, the Authority voted unanimously to accept the proposal from Hill Farms in the amount of \$650 for weed killing and spraying.

The Treasurer reported that there is \$67,074.07 in the checking account.

The Authority agreed to increase the hanger keeper coverage to \$500,000 at an estimated cost of \$500 per year.

The Chairman reminded everyone that there is no meeting in the month of July. The next meeting will be on August 12, 2003.

There being no further business the meeting was adjourned.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

PO Box 6607
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MINUTES

Date: August 12, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Charlie Vaughn
Steve Woronoff
Cam Barnett
Nolan Kirkman

Others Present: Richard George, FBO
Roger Cook
Melissa Cook

The minutes of the June 17, 2003 meeting were approved.

Mr. Roger Cook addressed the Authority requesting information on the plans and status of the Airport Expansion Project. Mr. Cook owns the property adjacent to the airport property along the centerline and north of the runway. He asked about how the land acquisition would be done for the project and requested that he be kept informed as plans progressed. The Authority indicated that they would have the project engineer study the impact on Mr. Cook's property.

The Chairman reported that he had received a letter from Carl Bell resigning as attorney for the Authority effective June 27, 2003. He requested suggestions for a new attorney from the members. The Authority agreed that it was not necessary to have the attorney present at all of the meetings, but it was important to have someone familiar with the work of the Authority.

The secretary and Steve Woronoff left the meeting at 6:30.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

PO Box 6607
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MINUTES

Date: October 14, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Charlie Vaughn
Nolan Kirkman

Others Present: Richard George - FBO
Paula Hodges - Martin Starnes & Associates

The minutes of the August 12, 2003 meeting were approved.

Paula Hodges presented the preliminary report from the financial audit her firm is performing for FY2003. She indicated that everything was in order and that they expected to finalize the audit soon.

On a motion by Charlie Vaughn that was seconded by John Springthorpe, the Authority voted unanimously to engage Jay Williams as the attorney for the Authority.

The Chairman indicated that NCDOT-DA must approve the work to fix the water problem in the first hanger. He will send a letter to Bill Maslyck informing him of the problem. Charlie Vaughn agreed to get quotes on the work to fix the drainage around the hanger.

The Treasurer reported that there was \$31,485.62 in the checking account with all bills paid.

The FBO reported that fuel sales for August were: 2,814 100LL and 2,200 JET-A; and for September: 3,257 100LL and 944 JET-A. He also reported that the rotating beacon has been repaired, as well as the roof leak. He will contact someone to get the gutter repaired on the big hanger.

The Chairman reported that Gary Bowers had sent a letter to the Authority wanting to discuss a proposal regarding an ultra-light facility at the airport. Don will send him a letter stating our willingness to discuss a proposal.

The FBO requested clarification of the airport rules and the contract terms before considering an extension of the FBO contract that expires on January 31, 2004.

The Chairman recessed the meeting until October 21, 2003 at 5:00 pm.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

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MINUTES

Date: October 21, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Charlie Vaughn
Cam Barnett

The recessed meeting of October 14 was reconvened by the Chairman.

The Authority discussed a possible contract extension for the FBO. The Authority will talk with other airports to create a job description for an airport manager as well as operating rules for the airport and FBO.

The next regularly scheduled meeting is at 5:00 pm on Tuesday, November 11, 2003.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

PO Box 6607
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MINUTES

Date: November 11, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Charlie Vaughn
Cam Barnett
Nolan Kirkman

Others Present: Richard George - FBO
Billy Brown
Angela Smith
Steve Haas - Civil Air Patrol
Tom Jackson
Jim Hill - Mowing Contract

The minutes of the October 14, 2003 and October 21, 2003 meeting were approved with one change to indicate that 3,257 gallons of 100LL fuel had been sold in September. The previous version of the October 14 minutes reported it as 5,257 gallons.

John Springthorpe reported on his November 4, 2003 meeting with the Bannertown Volunteer Fire Department. He left a map showing the proposed runway and taxiway alignment and one of the possible alignments for Holly Springs Church Road.

Mr. Brown and Ms. Smith asked if there was any information available beyond what had been presented to the fire department. The Authority said nothing else was available and that they should expect a public hearing in the spring.

Mr. Haas presented a request that the Civil Air Patrol be allowed to use the airport for their meetings. They meet on Tuesday nights from 6:30 pm to 9:00 pm. They have 21 cadets and 9 senior members. Mr. Haas said they need a storage area for their equipment and a training area with 2 office desks and student desks. They will have an aircraft on the field one weekend a month for training of the cadets. The Authority indicated that the CAP was welcome to use the facilities, but currently there was no place large enough to meet their needs. Perhaps they could make use of a hanger when the aircraft was temporarily parked outside. The Authority promised to consider the needs of the CAP as projects were considered in the future.

The Treasurer reported that there was \$32,990.70 in the checking account and that approximately \$10,000 in bills have not yet been paid. He further indicated that HHH Landscaping still owed the Authority \$1,500 for back rent on the property off the north end of the runway. HHH has removed most of their equipment, but a portable office building remains on Airport property. On a motion by Cam Barnett, seconded by Nolan Kirkman, the members voted unanimously to have the attorney place a lien on the building until such time as HHH Landscaping pays the back rent or transfers title to the building as payment.

The FBO reported that fuel sales for October were: 2,686 100LL and 2,399 JET-A. He also reported that some of the runway end lights were out and that the taxiway lights were intermittent. He will arrange for an electrician to investigate and make the repairs.

Mr. Jim Hill has the contract to mow the grass around the runway and inside the perimeter fence. He offered to extend the contract through 2006 at the same price as 2003. He also offered to include the weed spraying of the fence line as part of the mowing contract, at no additional charge. The Authority took no action at this time.

The Chairman reported that he had invited Gary Bowers to present his proposal to the Authority. Mr. Bowers was not present for the meeting.

The insurance policy expires prior to the next meeting. On a motion by John Springthorpe, seconded by Charlie Vaughn, the members voted unanimously to authorize Cam Barnett to spend up to \$4,000 to renew the policy after getting quotes.

Mr. Tom Jackson and Authority member Cam Barnett approached the Authority about being allowed to build a private hanger for their aircraft. Several locations were mentioned as possibilities. The Authority took no action, but suggested that they investigate the size, cost, and location and come back to the Authority with a specific proposal.

The members discussed the FBO contract that terminates on January 31, 2004 and the possibility of extending it through June 30, 2004. The Chairman will work with the attorney to draft a proposed extension and bring it back to the members.

The members discussed a proposed policy regarding the private fuel farms.

The meeting was adjourned.

John Springthorpe, III
Secretary

Mount Airy / Surry County Airport Authority

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MINUTES

Date: December 9, 2003

Members Present: Don Holder, Chairman
John Springthorpe, Secretary
Charlie Vaughn
Cam Barnett
Nolan Kirkman

Others Present: Richard George - FBO
Jay Williams - Attorney

The minutes of the November 11, 2003 meeting were approved.

Charlie Vaughn reported that the radio station license expires August 3, 2004.

Cam Barnett reported that he and Tom Jackson wanted to build a 60' x 60' hanger.

The Treasurer reported that there was \$22,332.19 in the checking account.

The FBO reported that fuel sales for November were: 2,979 100LL and 432 JET-A. He also reported that the taxiway lights were working.

On a motion by Charlie Vaughn, seconded by John Springthorpe, the Authority voted unanimously to go into closed session to discuss a legal matter with the attorney.

The Authority returned to open session and directed the attorney to prepare a proposed contract extension, through June 30, 2004, for consideration by the FBO.

The Secretary left the meeting.

John Springthorpe, III
Secretary