

**MOUNT AIRY/SURRY COUNTY AIRPORT AUTHORITY**

**MEETING OF JANUARY 24, 2019**

**6:00 PM**

The Mount Airy/Surry County Airport Authority met on January 24, 2019 for an Airport Authority meeting. The meeting was held at the Surry County Historic Courthouse, 114 West Atkins Street, Dobson, North Carolina.

Authority members present for the meeting were Authority Chairman Eddie Harris, Authority Vice Chairman Van Tucker, Authority Member Jon Cawley, Authority Member Bill Goins, Authority Member Larry Johnson, Authority Member Mark Marion, and Authority Member David Rowe.

Others present for the meeting, at various times, included:

Sandy Snow, Assistant County Manager

Rhonda Nixon, Budget and Performance Director

Sarah Bowen, Finance Officer

Ed Woltz, Airport Authority Attorney

Jeff Kirby, Parrish and Partners

John Spane, Ra-Tech Aviation

Dennis Jones, Ra-Tech Aviation

County Manager Chris Knopf and Airport Manager George Crater were unable to attend.

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Authority Chairman Eddie Harris called the meeting to order and welcomed everyone attending. Chairman Harris especially welcomed new Mount Airy appointees Mayor David Rowe and Commissioner Jon Cawley. Chairman Harris also welcomed, for their first meeting, Surry County Commissioners Mark Marion and Bill Goins.

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Upon motion of Airport Authority Member Bill Goins, seconded by Airport Authority Member Larry Johnson, the Authority voted unanimously to approve the November 15, 2018 and the November 26, 2018 meeting minutes.

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Airport Authority Chairman Eddie Harris discussed the election of officers for 2019. Chairman Harris opened the floor for the nomination of Chairman. Authority Vice Chairman Van Tucker nominated Eddie Harris as Chairman. Authority Member Larry Johnson seconded the nomination.

Authority Member David Rowe moved to close the nominations. The motion was seconded by Authority Member Van Tucker. The Authority voted unanimously to close the nominations.

The Authority voted unanimously to approve the motion on the floor to elect Eddie Harris as Airport Authority Chairman for 2019.

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Authority Chairman Harris opened the floor for nominations for Vice Chairman. Authority Chairman Harris nominated Authority Member Larry Johnson as Vice Chairman. The motion was seconded by Authority Member Jon Cawley.

Authority Member Mark Marion moved to close the nominations. The motion was seconded by Authority Member Van Tucker. The Authority voted unanimously to close the nominations.

The Authority voted unanimously to approve the motion on the floor to elect Larry Johnson as Authority Vice Chairman for 2019.

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Authority Chairman Harris opened the floor for nominations for Authority Secretary for 2019. Authority Vice Chairman Larry Johnson made the motion to nominate Sandy Snow as Secretary. The motion was seconded by Authority Member Marion.

Authority Member Bill Goins motioned to close the nominations for Secretary. The motion was seconded by Authority Member Van Tucker. The Authority voted unanimously to close the nominations.

The Authority voted unanimously to approve the motion on the floor to elect Sandy Snow as Airport Authority Secretary for 2019.

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Authority Chairman Eddie Harris opened the floor for nominations for Authority Finance Officer/Treasurer. Authority Member Bill Goins made a motion to name Sarah Bowen as Authority Finance Officer. Authority Member Van Tucker seconded the motion.

Authority Member Van Tucker made the motion to close the nominations. The motion was seconded by Authority Member Bill Goins. The vote was unanimous to close the nominations for Finance Officer/Treasurer.

The Authority voted unanimously to approve the motion on the floor to elect Sarah Bowen as Airport Authority Finance Officer/Treasurer for 2019.

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Sarah Bowen, Finance Officer, presented a budget report and capital project update. Ms. Bowen also presented Financial Statements for fiscal year ending June 30, 2018 as prepared by the auditing firm Gould Killian. Ms. Bowen informed the Authority one weakness was noted in the 2017-2018 audit involving duplications on some entries for grants which were entered in both Quick Books and Munis. Ms. Bowen noted legal fees had increased this audit year, and rental property income had fluctuated due to vacancies occurring at times. Business type activities increased the Authority's net position by \$4,034,720.

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Sarah Bowen, Finance Officer, stated currently there are no County surplus vehicles which could be utilized by the Airport. She will report back to the Authority at a later date.

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Jeff Kirby, Parrish and Partners, presented a status report of pending project construction, grants, and TIP Planning Table for 2019. Mr. Kirby discussed the project list, updated 2019, which included the taxiway extension, terminal building, and apron rehabilitation. Mr. Kirby stated no money was committed to the projects at this time.

Airport Authority Member Goins made a motion to approve the 2019 TIP Planning Table as presented. Authority Member Tucker seconded the motion. The vote was unanimous to approve the 2019 TIP Planning Table.

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Jeff Kirby, Parrish and Partners, discussed the Runway and Taxiway Extension project budget. Mr. Kirby is asking for approval of the budget and a change order for repaving and lighting rehabilitation with Carl Rose and Sons. Mr. Kirby stated the initial work contract is complete. The funding is a 90% - 10% split with the 10% share in the fund balance. The local share would be \$164,400. The Authority asked for George Crater, Airport Manager, to work with Parrish and Partners on the project implementation. Mr. Kirby stressed the importance of maintaining the Airport facilities.

A motion was made by Authority Member Johnson, seconded by Authority Member Marion, to approve Addendum # 1 Runway and Taxiway Extension – Taxiway and Lighting Rehabilitation. The vote was unanimous. The consensus of the Authority was for the County Manager and the Airport Manager to approve change orders.

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Jeff Kirby, Parrish and Partners, presented a bid summary for construction of a hangar. No local match is required. Five bids were received. Mr. Kirby is in the process of reviewing bids and will make a recommendation once his review is complete. Ed Woltz, County Attorney, recommended the Authority recess and convene once the bid review is complete.

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Jeff Kirby, Parrish and Partners, recommended the Authority prioritize the needs for utilizing the remainder of the 6-million-dollar project, after the construction of the hangar, at an approximate cost of 1 million dollars.

The consensus of the Authority was for additional hangar construction to be the priority. A fuel farm was also mentioned by Authority Member Johnson and Authority Member Goins.

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Rhonda Nixon, Budget and Performance Director, presented a revised meeting/location schedule for 2019, changing all Airport Authority meetings to the Historic Courthouse.

Upon motion by Authority Member Goins, seconded by Authority Member Cawley, the Authority voted unanimously to approve the revised meeting/location schedule for 2019 and to hold all regular meetings at the Historic Courthouse.

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Authority Attorney Ed Woltz gave a summary of legal updates. Mr. Woltz discussed the Brown family easement and property that was conveyed without easement for access to Holly Springs Road. Mr. Woltz has contacted Rachel Bingman, Division of Aviation, for her input on a resolution to the easement problem. A swap, to the Browns, of some of the strip on the west margin of Holly Springs Road in consideration of their deeding a portion of Blue Bird Lane to the Authority is one consideration. Mr. Woltz does not anticipate a quick resolution.

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Authority Attorney Ed Woltz discussed the possible purchase of Warthog Lane, an abandoned beacon site used in the 70s. Phase 1 consisted of completion of a survey and appraisal. Mr. Woltz is working on three contingencies prior to anticipated receipt of final approval from FAA and NC DOT. He will report back to the Authority at the next meeting.

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George Crater, Airport Manager, will report to the Authority at a later meeting regarding liability for cutting tree limbs overhanging Airport property.

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Ed Woltz, Airport Authority Attorney, discussed two potential changes to the Airport rules and regulations adopted in early 2018. The rules do not address regulations for liability insurance for a mechanic, other than the FBO, doing work on Airport property.

Mr. Woltz addressed a second issue that would require all enterprise on Airport property be reviewed and approved. Mr. Crater could provide input, case by case, as to the business being for business or hobby. Mr. Woltz will bring both potential changes back to the Authority at a later meeting.

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John Spane and Dennis Jones, Ra-Tech Aviation, presented their monthly report:

Operations:

1. Flowage fees from Ra-Tech Aviation for November 2018 were as follows:  
Avgas sales 1,254.3 gallons, Jet-A sales 1,575.2 gallons. A check for \$282.95 has been paid to cover these fees.
2. Flowage fees from Ra-Tech Aviation for December 2018 were as follows:  
Avgas sales 703.7 gallons, Jet-A sales 2,156.4 gallons. A check for \$286.01 has been paid to cover these fees.
3. Shelton Vineyards plane has been sold and they have moved out of the hangar effective 12/31/2018.

Maintenance Items:

1. Insteel has reported water leaks from the roof in the hangar. Don Mitchell and George Crater have been notified.
2. Randy Goings hangar # 8 has 1 of 6 lights working. Don Mitchell and George Crater have been notified.

Safety Operations:

1. SWPPP has been done for the last quarter of 2018.
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Staff will be instructed to bring back options for the usage of the former Shelton hangar and to review the leaking and lighting problems as reported by Ra-Tech. The Authority will be updated at the next meeting.

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Authority Member Tucker made a motion to go into closed session. Authority Member Goins seconded the motion. The vote was unanimous.

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The Authority returned to open session and resumed regular business.

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Upon motion of Authority Member Johnson, seconded by Authority Member Marion, the Authority voted unanimously to approve but not release the closed session minutes from November 15, 2018.

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The following motion was made by Authority Member Tucker, seconded by Authority Member Goins:

Authorize Dan Barrett, Howard Jones and Ed Woltz to confer and work together regarding pending State litigation involving Wyatt Angel and Dennis Angel and the MASCAA, to include:

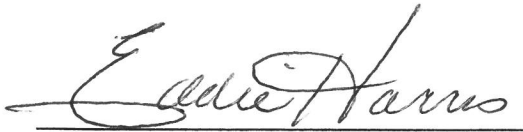
1. Work on and send third demand for disclosure of information regarding D. Angel's prescription medications for muscle relaxers and tramadol as it relates to paragraph 86 on complaint filed in US Middle District Court, case no: 1:18-CV-805. Response required within 7 days.

2. Working with the general manager of AA to order D. Angel to cease flight operations at Mount Airy Surry County Airport Authority under Rules 1.3, 1.7 and 1.16 of the Airport Rules and Regulations.
3. Disclose information alleged in public court documents to FAA for guidance and or an investigation on how best to keep air traffic safe, given allegations made in public pleadings.
4. File suit in Surry County to enjoin D. Angel from engaging in flight operations.

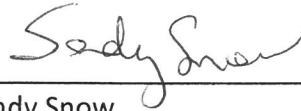
The vote was unanimous.

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Upon motion of Authority Member Johnson, seconded by Authority Member Goins, the Authority voted to recess until Wednesday, January 30, 2019 at 6 pm. The meeting ended at 8:20 pm.



Eddie Harris  
Airport Authority Chairman



Sandy Snow  
Airport Authority Secretary