



DARE COUNTY AIRPORT AUTHORITY

Dare County Regional Airport

P.O. Box 429 ~ 410 Airport Road
Manteo, NC 27954
(252) 475-5570 ~ Fax (252) 473-1196



DARE COUNTY AIRPORT AUTHORITY MINUTES of the February 26, 2020

Chair Charlie Davidson called the February 26, 2020 meeting of the Dare County Airport Authority to order at approximately 6:00 pm and led in the Pledge of Allegiance.

Members Present: Charlie Davidson, Fred Newberry, Wally Overman, Joe Blakaitis, George Henderson,

Members Absent: William Pope, Jack Shea, Chad Jones, Pete Burkheimer, Jr.

Also Attending: Robert Hobbs, Hornthal, Riley, Ellis & Maland, David Daniels, Airport Director; Margaret Stauffer, Finance Officer & Clerk to the Board

Public Comments:

No Comments

Engineer's Report:

No Report

Attorney's Report:

- Titan Aviation – A draft contract was sent last week and hopes to have final copy by the next board meeting.

Chair Report:

Chairman Davidson updated the following:

- Liability Insurance – Chairman Davidson contacted Redden-Wood & Associates, Inc. the Airport's Insurance Representative regarding the Airport's current liability coverage and Towers Contract.

The Representative stated that he was familiar with all the Airport's policies and that it was okay to contract for Control Tower Services this summer. It should not have an effect on the current premium policy. The Representative will contact the Underwriter and follow-up with Chairman Davidson.

Attorney Hobbs suggested to contact other airports that might have similar tower services and see if they had any special liability coverage. It was also suggested to obtain a full copy of the airports current policy and have it reviewed in detail before next year.

- Air Boss, Inc. -
Met with Air Boss, Inc. this week and they have staff scheduled and ready for the summer. The housing accommodations have not been signed a contract yet. Director Daniels has researched for housing options and the same rental house from last year is available. A final selection will be decided this month.
- FDIO/Flight Data Input Output – This equipment will print tickets of aircraft with IFR flight plans. It will make it a simpler process by reducing the time spent talking to Cherry Point approach and will give great data of aircraft activity. Air Boss, Inc. asked if the Director Daniel would contact the FAA to have this equipment installed.

Director's Report:

Director Daniels updated the following:

- Grant #36244.46.7.1 Land Acquisition Runway 23 RPZ Approval -
The work order was previously approved and the Grant Agreement total is \$142,899 local match 10% is \$14,290.

MOTION: Joe Blakaitis motioned to approve the Grant #36244.46.7.1 for Land Acquisition Runway 23 RPZ presented.
SECOND: Wally Overman
DISCUSSION: None
OPPOSED: None
OUTCOME: Carried

- Grant #36237.35.17.1 Runway 17 Approach Land Acquisition -
Need approval for the Grant and Capital Project Ordinance.

MOTION: Wally Overman motioned to approve the Grant #36237.35.17.1 Runway 17 Approach Land Acquisition presented.
SECOND: Joe Blakaitis
DISCUSSION: None
OPPOSED: None
OUTCOME: Carried

- Capital Project Ordinance – Runway 17 Land Acquisition total is \$394,370 and 10% local match is \$39,437 presented.

MOTION: George Henderson motioned to approve the Capital Project Ordinance for Runway 17 Land Acquisition presented.
SECOND: Joe Blakaitis
DISCUSSION: None
OPPOSED: None
OUTCOME: Carried

- Campbell Oil Company:
 - Had a meeting with the Representative
 - Fuel contract smaller company and the Customer Service would be better
 - Offer a maintenance tech service for trucks
 - Oil purchasing available

Committee's Report:

Facilities /Safety Committee:

Joe Blakaitis updated the following:

- Meeting with tenants regarding signs was rescheduled for early March. Discussed airport security; possible adding a few more cameras at rear gate and by hangars.
- New hangar request - The committee will prepare a package to be given out for the perspective group that is requesting a new hangar.

Events Committee:

Fred Newberry updated the following:

- Grant AOPA Application submitted to the Tourist Bureau Board February 15th and looks promising. Expect to hear something in April.

Comments from the Board:

Wally Overman - Would like both Stacy Ambrose and David Daniels attend the next Commissioners Meeting April 6th to receive their 30 years of service pin.

Adjourn: 6:54PM

MOTION: Joe Blakaitis motioned to adjourn
SECOND: Fred Newberry
DISCUSSION: None
OPPOSED: None
OUTCOME: Carried

Margaret Stauffer, Clerk to the Board
Dare County Airport Authority

DARE COUNTY AIRPORT AUTHORITY

Capital Project Ordinance

For

Runway 17 Approach Land Acquisition

at the Dare County Regional Airport

BE IT ORDAINED by the Dare County Airport Authority of Dare County, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statues of North Carolina, the following Capital Project Ordinance is adopted:

Section 1: The project authorized is for the Runway 17 Approach Land Acquisition to be financed by the State Aid State Block Grant Program; a grant from the North Carolina Department of Transportation/ Airport Improvement Program Funds Fiscal Year 2016, 2017, 2018 Non-Primary Entitlement funds and by using the In-Kind funds allocated to the Airport as local match.

Section 2: The following budget shall be conducted within the Capital Projects Fund (fund #95).

Section 3: The following amount is appropriated for the project:

Runway 17 Land Acquisition Talbert & Bright #2301-1901	\$ 394,370
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Section 4: The following revenues are anticipated to be available to complete the project:

State Aid #36237.35.17.1	\$ 354,933
Trans from DCAA Oper Fund	\$ 39,437

Section 5: The Finance Officer is directed to report, on a monthly basis, the financial status of the project as a part of the normal monthly reporting process currently in place.

Section 6: Copies of this capital project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to the Dare County Authority.

Adopted this 26th day of February, 2020

[SEAL]

Charles Davidson, Chair DCAA

Margaret L. Stauffer, Clerk to the DCAA