



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
October 26, 2022 MEETING

Members Present: Fred Newberry, Joe Blakaitis, George Henderson, David Crownover, Pete Burkheimer, Wally Overman

Members Absent: Charlie Davidson, William Pope, Jack Shea

Also Attending: Robert Hobbs, Hornthal, Riley, Ellis & Maland; Stacy Ambrose, Airport Director; Margaret Stauffer, Finance Officer & Clerk to the Board; John Massey and Steve Bright, Talbert & Bright

Public Attending: Sam Long and Brady Lozaw, OBXA

Vice-Chairman Fred Newberry called the October 26, 2022 meeting of the Dare County Airport Authority to order at approximately 4:03 pm.

ITEM 1 - Public Comments:

No Comments submitted prior to the meeting.

ITEM 2 – Capital Budget Ordinance Amendment:

Runway 23 land purchase grant modification for moving expenses in the amount of \$10,578.00 (see attached)

MOTION: Wally Overman motioned to approve the attached Capital Budget Ordinance Amendment for moving expenses as presented.
SECOND: Pete Burkheimer
DISCUSSION: None
OPPOSED: None
OUTCOME: Carried

ITEM 3 - Engineer's Report:

John Massey updated on the following: (see attached)

- Runway 23 RPZ Land Acquisition – The updated appraisals for property at 1099 and 1115 Driftwood Drive (City Beverage), have been completed. The appraisal reports were sent to NCDOT Division of Aviation on July 26th. NCDOA sent the appraisal to NCDOT Right of Way on July 28th. On August 17th, Robert Jessup, the NCDOT Area Appraiser called TBI to let us know that due to the amount of the appraisal for 1115 Driftwood Drive, that NCDOT is going to have their own appraisal performed as part of the review appraisal process. TBI has reached out to Robert Jessup several times for an update on the status of the appraisal report. Robert Jessup responded on 10/20/22 indicating that he should have the review appraisal report completed by the second week of November. Once received, the information will be send to Stacy and Just Compensation can be established at the November/December meeting.
- Airport Layout Plan Update – The update to the Airport Layout Plan is ongoing. The inventory and forecast chapters were submitted to NCDOT Division of Aviation for their review. TBI has revised the document to address their comments and resubmitted the document to NCDOA for their final review and approval of the forecast chapter.

Once the forecast chapter is approved by NCDOA, the facility requirements chapter will be finalized. TBI will schedule a time soon to meet with the Airport and review the results of the facility requirements and begin discussing alternatives to implement the facility requirements.

- FAA identified tree obstructions – Jon Walker from FAA Flight Procedures Team recently sent an email to the airport identifying tree obstructions to the Runway 17, 35 and 23 approaches and asked the airport to verify the obstructions exist and prepare a mitigation plan to address the obstructions.

TBI has reviewed the information provided by FAA along with the trees obtained by the 18B survey work. Exhibits depicting the obstructions were shared with the Airport Authority, identifying the areas where trees are located on and off airport property. TBI will prepare a work authorization for design and bidding services to allow the airport to remove trees located on airport property.

ITEM 4 - Attorney's Report:

Attorney Hobbs reported that he has a scheduling conflict with the next December meeting and Johnny Hallow will be sitting in for him. Mr. Hallow will also be taking over the grave site work moving forward.

ITEM 5 - Chair Report:

Vice-Chair Fred Newberry – No report.

ITEM 6 - Director's Report

Director Ambrose update on the following:

- Scarborough Square water – Meet with Joey White Dept. of Environmental Resources with the state and got the water required testing up to date. The asbestos test is good for 9 years
 - 1 year nitrate test
 - 3 years lead and cooper test
 - monthly sample testing
- Tower Windows – the window and door are completed now ready for painting.
- Roughton Property – all the hazmat and powerlines have been removed. The county will assist in the demo of the buildings and fill-in the old septic tanks with sand. Generator
- Candy Bomber – Send the waiver to the FAA for the candy bomber event. The event will be December 16-18 with the candy drop on Sunday.
- Beaver Dam – (attachment) the state has come in and setting traps to relocate beavers. Once the state has confirmed all is clear with animals then the dam will be removed. This should help the drainage issues.
- Old generators – The airport is in line to receive a new generator through FEMA/grant. The old units have been moved out of the way to make room for the new generators when they arrive.
- RWY 23 Trees – (attachment) photo of before and after of a section of trees that were removed.
- VOR – has been decommissioned by the FAA.

ITEM 7 – Consent Agenda

Review/Approve DCAA minutes for September 28, 2022 as presented.

MOTION: Joe Blakaitis motioned to approve the Consent Agenda minutes for the September 28, 2022 as presented.

SECOND: George Henderson

DISCUSSION: None

OPPOSED: None

OUTCOME: Carried

ITEM 8 - Committee Reports:

No reports.

ITEM 9 - Comments from the Authority Members:

Joe Blakaitis – He asked about the status with Mr. King and a hangar. Director Ambrose replied that Mr. King has signed the Ground Land Lease and paid it in full. Mr. King is shopping for a new King-Air plane.

David Crownover - He expressed his gratitude and that he learned a lot from the discussions last meeting. As many of the other members might have already known about the history of the trailer park and the well water issues and possible ground contamination with all the testing that is performed. This really spared an interest in these areas.

There is so much institutional knowledge with today's board member and with Attorney Hobbs has over 30 years of history. Mr. Crownover also added that he has only been on the board for one year, that information was very useful and he learned a lot.

ITEM 10 - Adjourn

MOTION: Pete Burkheimer motioned to adjourn.
SECOND: Dave Crownover
DISCUSSION: None
OPPOSED: None
OUTCOME: Carried

The meeting was adjourned at 4:35 PM ET

Margaret Stauffer, Clerk to the Board
Dare County Airport Authority

**DARE COUNTY AIRPORT AUTHORITY
410 AIRPORT ROAD, MANTEO, NC
Wednesday, October 26, 2022
AGENDA**

4:00 PM CONVENE AUTHORITY FOR MONTHLY MEETING

ITEM 1 PUBLIC COMMENTS

ITEM 2 CAPITAL BUDGET ORDINANCE AMENDMENT
• **Runway 23 Land Purchase**

ITEM 3 ENGINEER'S REPORT

ITEM 4 ATTORNEY'S REPORT

ITEM 5 CHAIR'S REPORT

ITEM 6 DIRECTOR'S REPORT

ITEM 7 CONSENT AGENDA
• **September 28, 2022**

ITEM 8 COMMITTEE REPORT

ITEM 9 COMMENTS FROM THE AUTHORITY MEMBERS

ITEM 10 ADJOURN

GUEST SIGN-IN SHEET

D.C.A.A. MEETING

October 26, 2022

NAME & ADDRESS

REPRESENTING

Sam Long

CBX A

Brady Lozaw

CBXA

DARE COUNTY AIRPORT AUTHORITY

Capital Project Ordinance

For

Runway 23 Land Purchases

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 23 Land Purchases to be financed by the State Aid grant from the North Carolina Department of Transportation Fiscal year 2019, 2020, 2021 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 revenues are anticipated to be available to complete the project:

State Aid (Grant 36244.46.8.1) 953785-422270-10775	Original Budget \$ 434,000	Increase \$9,520	Revised Total \$443,520
Trans from DCAA Oper Fund 953785-499400-10775	Original Budget \$ 48,223	Increase \$1,058	Revised Total \$49,281

Section 4: The following amount is appropriated for the project:

Rwy 23 Land Purchases / TBI Project # 2301-1801 955785-737101-10775	Original Budget \$ 482,223	Increase \$10,578	Revised Total \$492,801
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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 26rd day of October, 2022

[SEAL]

Charles Davidson, Chair DCAA

Margaret L. Stauffer, Clerk to the DCAA

Dare County Regional Airport (MQI)

Runway 23 Land Acquisition

WBS: 36244.46.8.1

TBI #: 2301-1801

Estimated Project Budget

Revised August 23, 2022

	Runway 23 Land Acquisition Parcel Purchases TBI Project: 2301-1801	Runway 23 Land Acquisition Grant Mod Aug 2022 TBI Project: 2301-1801	Subtotal Expenses
(A101) ADMINISTRATIVE EXPENSES			
	SUBTOTAL	\$ -	\$ -
(A102) PRELIMINARY ENGINEERING, TESTING			
	SUBTOTAL	\$ -	\$ -
(A103) PROPERTY ACQUISITION			
	Roughton - Parcel Purchase	\$ 407,800.00	\$ 407,800.00
	Roughton - Parcel Purchase - Closing Costs (Actual)	\$ 3,000.00	\$ 605.55
	Roughton - Replacement Housing Payment (Actual)	\$ 17,200.00	\$ 17,200.00
	Roughton - Residential Moving Costs (Actual)	\$ 3,000.00	\$ 1,600.00
	Roughton - Relocation Housing Payment - Closing Costs	\$ 3,000.00	\$ 564.80
	Roughton - Non-Residential Moving Costs (Actual)	\$ -	\$ 15,750.00
	<i>Subtotal Rounding in EBS Reflected Here</i>	\$ (0.35)	\$ (0.35)
	SUBTOTAL	\$ 434,000.00	\$ 443,520.00
(A104) ENGINEERING SERVICES BASIC FEES			
	SUBTOTAL	\$ -	\$ -
(A105) PROJECT INSPECTION, QUALITY ASSURANCE TESTING, OTHER			
	SUBTOTAL	\$ -	\$ -
(A106) CONSTRUCTION AND PROJECT IMPROVEMENT COST			
	SUBTOTAL	\$ -	\$ -
(A109) IN KIND MATCH			
	In Kind Match	\$ 48,223.00	\$ 49,281.00
	SUBTOTAL	\$ 48,223.00	\$ 49,281.00
	<i>Total Rounding in EBS Reflected Here</i>	\$ -	\$ -
GRAND TOTAL		\$ 482,223.00	\$ 492,801.00

State Grant Reimbursement Amount (90%):	\$ 434,000.00	\$ 9,520.00	\$ 443,520.00
In Kind Match Reimbursement Amount (10%):	\$ 48,223.00	\$ 1,058.00	\$ 49,281.00

Talbert & Bright Engineers Update

October 26, 2022

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