

Duplin County Airport Commission Meeting Minutes – May 28th, 2024 @7:00 PM

Members Present	Members Absent	Airport Staff	Visitors/Guest Present
Jack Alphin	Larry Debose	Josh Raynor, Airport Director	Tim Grubbel, P&P
Grey Morgan	Dexter Edwards		Jeff Kirby, P&P
Joe Bryant			Greg VanderMolen, MBI
Roger Davis			
AJ Connors			
Jerry Tysinger			
Scotty Kennedy			

Business Conducted as Follows:

1. The meeting was called to order at approximately 7:10 p.m. by Chairman Jack Alphin. A.J. Connors to give an invocation. Josh made introductions of guests.
2. Chairman Alphin opened the floor for the approval of the March 26th, 2024 meeting minutes.
3. Airport CIP spreadsheet presented to the board to show funding amounts in each project.
 - a. Design of Taxiway A3 update by Tim, completed, approved funding for construction
 - b. Fuel Farm design update by Tim, no change, still waiting for bidding. Tysinger asked if funding was previously approved, it was not. Discussion about the fuel farm safety followed.
4. Shared plans for the terminal building dedication ceremony. Press discussion, the board expressed interest in having the press there and was the boards desire to have press present.
 - a. Roger asked about the progress of clearing the lot for the airport maintenance building. No progress other than asking for prices for clearing. Board asked Josh to continue to pursue getting area cleared.
5. Gate installation timeline was presented in the first part of June.
6. Painting trim process was discussed. Board was ok with nighttime painting if it is ok with the county.
7. Runway/taxiway repainting was discussed and picture presented to show current paint condition of painting.
8. MBI agreement signed by all parties.
9. Director's Notes
 - a. Airport Operations budget presented for the minutes
 - b. Fuel Report was included, Av Gas 1,219 gallons, Jet-A 12,413 gallons, Total of 13,632 gallons as of meeting date.
 - c. Shared 1200 Aero Operations report to show operations numbers (645 operations)
 - d. NC DOA meeting reminder
 - e. Reappointment of three airport board members, Roger Davis, Scotty Kennedy, and Dexter Edwards. Motion was made to reappointment Roger Davis, Scotty Kennedy and Dexter Edwards by Jerry Tysinger, seconded by AJ Connors, voted and passed.
10. Board went into executive session for discussion about county personnel.
11. An adjourning motion was made by Jerry Tyisnger, seconded by Scotty Kennedy.



Previous Agenda – March 26th, 2024

1. Call Meeting to Order
2. Approval of the Meeting Minutes of February 27th, 2024. *
3. Updates on the Airport Capital Improvement Projects, including:
 - a. NCFS-Hangar – closeout in progress
 - b. Drainage Repair – closeout in progress
 - c. Design of Taxiway A3
 - d. Fuel Farm Design
4. WithersRavenel proposal (stormwater testing) *
5. Access and Parking Agreement form*
6. RFQ Selection Results*
7. Director's Notes, including:
 - a. Airport Operations Budget
 - b. Fuel Report
 - c. Operations Report
 - d. 2025 Economic Impact

End the meeting with Adjournment. *