

AIRPORT COMMISSION MINUTES

August 9, 2016

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, August 9, 2016.

Attendees:

Marc Adelman, Director	Hampton Wilkins	Alan Spencer, Asst. City Attny.
Gene Jackson, Chairman	Joe Miller	Libby Rembold, General Aviation
Michael Duncan, Vice-Chair.	Scott Brown	Bruce Newcomb, Maintenance Supt.
Charles Ellis	Stephen Daniel	
John Lippert		

Welcome new Commission member

Chairman Gene Jackson welcomed Scott Brown as a new member of the Airport Commission.

Approval of Minutes

A motion was made by Joe Miller and seconded by Michael Duncan to amend the minutes of the July 12, 2016 meeting per the recommendations provided by John Lippert. All were in favor and the motion passed. Michael Duncan moved that the minutes of the July 12, 2016 meeting be accepted as amended and Joe Miller seconded the motion. All were in favor and the motion passed.

Topic: Status of the T-hangar Building Rehabilitation Project

Action: The general contractor is continuing to work on hangar units, #15-#20.

Disposition: The first t-hangar building should be fully rehabilitated by August 16, 2016.

Bruce Newcomb updated the Commission on the status of the t-hangar rehabilitation project. To date, t-hangar units #9-#14 have been rehabilitated and work on t-hangar units #15 and #16 has begun. The contractor is in the process of securing the new metal skin on those units. T-hangar units #17-#20 are in the process of being prepped for rehabilitation and painting. It is anticipated that scheduled rehabilitation work for t-hangar units #15-#20 should be completed by the end of next week. After the first t-hangar building is completed the contractors will begin work on the second building, which will involve t-hangar units, #1-#8.

Topic: Status of Airport Capital Improvement Projects

Action: Taxiway A Rehabilitation and Taxiway A Fillet Widening projects have been recommended for funding by the Virginia Department of Aviation.

Disposition: By September 2016 the airport is expected to get under grant with the Federal Aviation Administration (FAA) and the Virginia Department of Aviation to complete the Taxiway A Rehabilitation projects.

Adelman circulated information concerning the status of airport capital improvement projects that were submitted to the Virginia Department of Aviation for funding consideration. The document showed that the state only recommended funding to the Virginia Aviation Board for the Taxiway A Rehabilitation and Taxiway A Fillet Widening projects. The Taxiway D & E Repairs and T-hangar Taxi-lane Rehabilitation projects were not recommended by the state due to insufficient General Aviation Discretionary funds.

Topic: Status of Airport Capital Projects (continued)

Adelman said that he anticipates that the Taxiway A project will start in March 2017. He recommended scheduling a meeting with tenants before construction begins to review the different phases of the project and to clarify opportunities to access the runway during construction. Due to state funding limitations, it was also discussed for future consideration to submit the T-Hangar Taxiway Rehabilitation project with the city's FY2018 budget and to identify in the budget that the project would be financed exclusively with local funds. Discussion continued.

Topic: Consideration of hangar lease modifications for inactive aircraft

Action: Options were discussed to establish guidelines for receiving documentation from tenants to confirm their aircraft is airworthy.

Disposition: Sample language will be provided by the Assistant City Attorney for the Commission to review that could be incorporated into hangar leases to confirm aircraft are airworthy.

Adelman indicated that since the last Airport Commission meeting the FAA has clarified they prefer to address whether an aircraft is active or inactive based on whether it is airworthy. An aircraft must conform to its type design and must be in condition for safe operation for an aircraft to be considered airworthy. Discussion continued to consider amending current hangar leases to include language that would require a tenant to provide documentation that reflects their aircraft is airworthy. After discussion, Alan Spencer, Assistant City Attorney stated that he would prepare sample lease provisions to address this issue for the Commission to review at the next meeting.

Public Comment

Libby Rembold asked if there were certain guidelines to follow if a tenant was working on their aircraft in the hangar. Adelman commented that such activity would be covered under the Fire Code. Gene Jackson commented that the hangars should be used according to FAA guidelines and that tenants should follow all the safety regulations required as stated in the Fire Code and the Airport Minimum Operating Standards. He also said that if anyone is aware of someone not following those guidelines to please let someone know. Libby Rembold also commented that the door at the end of the hall needed additional repairs. Bruce Newcomb said that Public Works is looking into different options for door modifications to correct the issue. Richard Bailey commented that due to the pavement condition of the terminal ramp tire prints were recently left on the ramp from a Citation jet.

Closed Meeting

The meeting was recessed and reconvened into closed meeting at 4:43 p.m. The meeting was reconvened from the closed meeting at 5:19 p.m.

Communications

No additional communications.

Adjournment

The Commission meeting adjourned at 5:20 pm.

The next meeting is scheduled for **Tuesday, September 13, 2016 at 4:00 p.m. in the Danville Regional Airport's Eastern Conference Room.**