

AIRPORT COMMISSION MINUTES

June 14, 2022

3:00 P.M.

The following were present for the Danville Regional Airport Commission Meeting held on Tuesday, June 14, 2022.

Attendees:

Marc Adelman, Director	Gene Jackson	Alan Spencer, Deputy City Attorney
Sid Allgood	Robert Jiranek	Todd Pinekenstein, Building & Grounds Superintendent
Jessie Barksdale	Fred Shanks	Brian Salyers, TB&E participated by conference call
Michael Duncan	John Earl, FBO Manager	
Phil Hall	John Lippert, Guest	

Approval of Agenda

Fred Shanks moved to approve the agenda for the June 14, 2022, Airport Commission meeting as presented. Jessie Barksdale seconded the motion, all members in attendance were in favor and the motion passed.

Approval of Minutes

Phil Hall moved that the minutes of the May 10, 2022, Airport Commission Meeting be accepted as presented. Robert Jiranek seconded the motion, all members in attendance were in favor and the motion passed.

Communications from Visitors and Airport Commission Members

No communications.

Topic: Appointment of Nominating Committee

Action: Michael Duncan was appointed to serve as the Nominating Committee.

Disposition: Michael Duncan will report his recommendations to the Commission at the July 2022 Airport Commission meeting.

Sid Allgood appointed Michael Duncan to serve as the Nominating Committee to recommend officers to serve as chairman and vice-chairman during FY2023.

Topic: Capital Improvement Planning

Action: Marc Adelman reviewed the Airport Layout Plan with the Airport Commission.

Disposition: Seek state funding opportunities to complete a conceptual planning study.

Brian Salyers of Talbert, Bright & Ellington participated in the meeting via conference call to discuss capital improvement planning activities. Recently, Danville's Virginia Aviation Board representative informed Sid Allgood of additional state funding that is available for capital projects. Marc Adelman said that he hopes enhanced state funding opportunities will help to finance planned improvements for the South Ramp Rehabilitation project that are not eligible for Federal Aviation Administration funding. Sid Allgood suggested that the Airport Commission discuss potential capital improvement projects for the airport.

Topic: Capital Improvement Planning (Continued)

Marc Adelman provided images of the current Airport Layout Plan that identified designated locations on the airfield for potential capital improvement projects. Marc Adelman also reminded the Airport Commission that all improvement projects must be documented in the Airport Layout Plan (ALP) to apply for federal and state aviation funding. He also mentioned that he felt the best time to update the entire ALP document would be in three to four years after traffic activity increases due to the opening of the casino. Discussion continued.

Sid Allgood appointed a committee to help study and complete background work for projects that could be recommended for funding. The committee will consist of Fred Shanks and Sid Allgood. Michael Duncan said he would put together information regarding the aircraft maintenance training program involving the community college.

Topic: Update on the South Ramp Rehabilitation Project

Action: Marc Adelman updated the Airport Commission concerning the status of the South Ramp Rehabilitation project.

Disposition: The bid opening has been extended until Thursday, June 16, 2022.

A pre-bid meeting was completed on May 31, 2022. Two general contractors attended the meeting, Adams Construction and APAC. The bid opening has been extended until Thursday, June 16, 2022. Marc Adelman said he will send an email out to update the Commission on the bid prices received.

Topic: Status of Terminal Building Renovation Project

Action: Marc Adelman updated the Airport Commission on the status of the Terminal Building Renovation project.

Disposition: A project status update meeting will be held next week with the general contractor and architect.

Marc Adelman updated the Airport Commission on the status of the Terminal Building Renovation project. As identified below, he discussed work activities currently underway.

Phase 1

- Over fifty percent of the ceiling tile grid for the north end of the terminal is installed.
- Parts for the pilot shower unit should be available for installation this month.
- A second coat of paint will be applied to the walls after the ceiling tile grid is completed and the light fixtures are installed.
- The planned demolition work is completed for the sliding glass door area.
- Installation of the new 18' wide automatic gate should be completed next week.
- Recliners for the pilot's lounge are expected to be delivered next month.
- New recliners will be staged in the large conference room that currently serves as the temporary FBO until the bathroom demolition work is completed.
- The FBO plans to move back into their office area in August after the heating and air conditioning unit is installed in the manager's office.
- New furniture for the lobby area could be delivered before the end of August.

Topic: Status of Terminal Building Renovation Project (*Continued*)

Phase 2

- Access to the terminal building from the ramp will be provided via the airside door to the new Quiet Room for pilots that was previously the Pilot's Lounge after demolition work begins on the airside canopy this summer.

Topic: Runway 13/31 Rehabilitation Update

Action: Runway 13/31 and portions of Taxiway F were closed so rehabilitation work could begin.

Disposition: Milling work began on June 14th.

Marc Adelman indicated that the lighted X signs were staged on June 13, 2022, to support the closure of Runway 13/31. Taxiway F, which parallels Runway 13/31 was also closed to complete construction work activities. Yellow, vinyl sections were placed on the pavement to reflect the taxiway is closed. Milling work began on June 14th.

Topic: FBO Management Update

Action: John Earl provided an update on FBO activities.

Disposition: Additional information will be provided next month by the FBO.

John Earl provided aircraft data for the week of June 1-6, 2022. He mentioned that most of the jet traffic was due to a private event at Virginia International Raceway (VIR). He also indicated it now takes five days to get additional deliveries of jet fuel when needed. Discussion continued.

Public Comment Period

John Lippert asked about the status of the fuel price data that was reported previously during Airport Commission meetings. Marc Adelman said that fuel price information is now provided to the Commission upon request instead of during every meeting.

Closed Meeting

The Airport Commission meeting convened in closed session at 4:05 pm for discussion or consideration concerning the acquisition or disposal of real property for a public purpose where discussion in an open meeting would adversely impact the bargaining position of the Board as permitted by Subsection (A) (3) of Section 2.2-3711 of the Code of Virginia, 1950 as amended. The Airport Commission reconvened into open meeting at 4:42 pm.

Communications

Sid Allgood mentioned that today was the last meeting he would serve as Chairman and expressed his thanks to the Commission for their support. Phil Hall and Fred Shanks both recognized Sid Allgood for his commendable efforts leading the Commission.

Adjournment

The Commission meeting adjourned at 4:46 pm. The next regular Commission meeting is scheduled for **Tuesday, July 12, 2022, at 3:00 pm in the Airport's Southside Conference Room.**