

AIRPORT COMMISSION MINUTES

July 15, 2014

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, July 15, 2014.

Attendees:

Marc Adelman, Director	Joseph Miller	Alan Spencer, Asst. City Atty.
John Lippert, Chairman	Stephen Daniel	Libby Rembold, General Aviation
Hampton Wilkins	Mick Metcalf, TB&E	Bruce Newcomb, Maintenance Supt.
Charles Ellis	Ken Larking, Deputy City Mgr.	Lisa Bivens, Admin. Asst.
Donna Benz		

Appointment of Officers

Charles Ellis nominated John Lippert to serve as Airport Commission Chairman. John Lippert nominated Hampton Wilkins to serve as Vice-Chairman. All Commission members present were in favor and the nominations passed.

Approval of Minutes

Hampton Wilkins moved that the minutes of the May 13, 2014 meeting be accepted and Joe Miller seconded the motion. All were in favor and the motion passed. John Lippert welcomed Stephen Daniel as a new member of the Danville Regional Airport Commission.

Public Comment

Libby Rembold expressed concern about the status of Runway 02/20 still being listed as closed on the AOPA website and also expressed concern why airport staff are monitoring the new lighting system for the primary runway until 9:00 pm. Discussion continued.

Topic: Maintenance Update

Action: Bids have been received for runway deicer and a high intensity beacon

Disposition: Runway deicer and beacon to be ordered

Bruce Newcomb informed the Commission that quotes were requested through the city's Purchasing office to purchase the New Deal runway deicer that was discussed last winter with Commission members. Newcomb also mentioned that bids were recently received from different companies to replace the existing medium intensity beacon with a high intensity beacon. Cedar Peaks was the low bidder at \$10,475.00. The Virginia Department of Aviation has confirmed that they will provide funding for a portion of the total cost of the high intensity beacon due to the ambient light surrounding the airport. Newcomb also commented that the airport is currently waiting for the Federal Aviation Administration (FAA) to confirm when they will be completing the next flight check for the PAPI lights. Discussion continued.

Topic: Runway 2/20 Rehabilitation Project

Action: Completion of reimbursement requests and final construction work activities for project

Disposition: Companies have initiated activities to receive funding and complete the punch list

Adelman informed the Commission that Michael Baker is waiting for log-in credentials from the FAA to be able to request additional funds for the project due to a recent employee separation. In addition, the processing of the next reimbursement request will be impacted since expenses for the fillet widening project, which is a state-only funded project, have been merged with billings for the federal eligible portion of the runway project. The airport is currently waiting for Rifenburg and Baker to separate these expenses so reimbursement requests can proceed.

The general contractor was supposed to have all the punch list items addressed by this week that were identified in June however the contractor did not show up until yesterday to begin related work activities. Adelman said that the taxiway lines located on the north end of Taxiway A that were off center have been modified. He also stated that the contractor has dedicated hardly any staff to pick up and remove rock along the shoulders of the runway, however the contractor indicated that he believes they will be finished by the end of the week. The contractor is currently working to remove rock that has been exposed along the shoulders, completing fill work due to wash outs that have occurred in multiple areas of the field and are also completing additional seeding work. Discussion continued.

Topic: FY 15 Capital Projects presentation

Action: Explanation of planned construction and design services projects for this fiscal year

Disposition: Projects will be considered for funding by the Virginia Aviation Board in August

Mick Metcalf of Talbert Bright and Ellington was present for the meeting to discuss capital projects for FY 2015. Slides were reviewed concerning the planned rehabilitation work for the Taxiway D & E repair project. This project will address the deflective pavement and reflective cracking at the entrances to the south ramp off of the taxiways. The construction project was recently bid out and Rifenburg Construction was the low bidder at \$214,000 for the base and alternate bids. This project will be considered by the Virginia Aviation Board in August. If the project is approved funds would need to be appropriated locally before the airport can get under contract to complete the repairs. Adelman said that the notice to proceed would mostly likely be issued by late October. Discussion continued.

Possible locations for the maintenance storage facility were reviewed and discussed with the Commission. This project was recently removed from the FY 2015 list of projects for State consideration due to likely delays that would be associated with a required historical review dependent upon the area the building would be located. If the building is located on existing pavement a historical review is not required. *After discussion a motion was made by Charles Ellis and seconded by Joseph Miller to move forward to modify the Airport Layout Plan to locate the maintenance building across from Taxiway J on closed Runway 24. All present were in favor and the motion passed.*

Two additional projects that will be considered for funding by the State in FY 2015 are the T-Hangar Taxilane Rehabilitation and Taxiway A Rehabilitation projects. Funding for both of these projects would involve design services. Metcalf also updated the Commission on the design process and the possible sequencing of these projects.

Topic: Airport Special Event Planning

Action: Establish a date for the ribbon cutting ceremony and invite speakers to participate

Disposition: Congressman Hurt's office will notify the airport of alternative dates for the ceremony and speakers will be invited once the date is confirmed

Adelman mentioned that he has made contact with Congress Hurt's office and is waiting to hear back from the Congressman's office for alternative dates for the ribbon cutting ceremony. He also stated that since the runway project was federally funded that he intended to also invite several federal officials to attend and speak during the ceremony. Discussion continued.

After discussion it was decided that the next meeting of the Commission would be September 9, 2014, the regularly scheduled meeting for September.

The meeting was adjourned at 5:40 p.m.

The next meeting is scheduled for **Tuesday, September 9, 2014 at 4:00 p.m. in the Danville Regional Airport's Eastern Conference Room.**