

AIRPORT COMMISSION MINUTES

June 14, 2016

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, June 14, 2016.

Attendees:

Marc Adelman, Director
John Lippert, Chairman
Joseph Miller
Gene Jackson
Helm Dobbins

Stephen Daniel
Jessie Barksdale
Alan Spencer, Asst. City Attny.
Earl Reynolds, Interim Deputy
City Mgr.

Libby Rembold, General Aviation
Bruce Newcomb, Maintenance Supt.
Lisa Bivens, Admin. Asst.

Approval of Minutes

Helm Dobbins moved that the minutes of the May 10, 2016 meeting be accepted as presented and Jesse Barksdale seconded the motion. All were in favor and the motion passed.

Marc Adelman introduced Earl Reynolds, Interim Deputy City Manager to the Commission members.

Topic: Status of the T-hangar Building Rehabilitation Project

Action: Proposed door modifications have been implemented

Disposition: Rehabilitation efforts are still underway

Marc Adelman updated the Commission on the status of the t-hangar rehabilitation project. The contractor and the structural engineering firm have worked through several adjustments during the first part of this project to improve the functionality of the door systems for t-hangars #9 - #20. Mattern & Craig's initial design called for installing angle iron that would be located at the bottom of each door section so the door sections could run along a ground track to reduce the possibility of the door sections falling. Also, the original design required the angle iron to cover the full width of each door section. However, this design served to increase the weight of the doors significantly and made them difficult to move. As a result, the contractor proposed to reduce the length of the angle iron and attach short sections of metal that would be installed to the bottom of each door to reduce the weight and still allow the doors to run along the ground track.

The next issue that was addressed involved the uneven concrete in which the ground tracks were secured. Due to this situation the contractor proposed modifying the metal attachments that were secured to the bottom of each door so the metal could move up as each door section is moved along the ground track to accommodate the uneven concrete base. After completing these adjustments Averett University experimented with moving an aircraft into one of the hangars. This test demonstrated the need to install 12 foot wide board sections on the ground that would be located adjacent to the door entrance so that the wheels of the aircraft would roll across into the hangar with less effort required. Discussion continued.

Topic: Status of the T-hangar Building Rehabilitation Project (continued)

A change order will be completed by the general contractor and submitted to Mattern and Craig that will address the additional wood material that will be used at the entrance of each hangar and also identify the reduction of metal used for the bottom of each door section. Adelman said that he appreciates everyone's involvement with the project.

Topic: Update on the bid process for the capital projects

Action: The terminal building improvement project will be rebid

Disposition: Bids will be opened next month for pavement rehabilitation projects

Adelman circulated the bid tab results for the terminal building improvement project. The Virginia Aviation Board will consider funding all capital improvement projects the third week in August however the airport should be informed by early August whether the Virginia Department of Aviation will recommend funding for this project and other pavement rehabilitation projects. Bids came in significantly over budget for the terminal building improvements project which primarily addressed rehabilitating the heating air conditioning system and flooring improvements for the north end of the terminal. Since bid documentation is not required by the state until July 7th the airport plans to re-advertise for bid only the replacement of the air conditioning chiller unit. It is anticipated that sufficient local funds are budgeted in the city's Capital Improvement Plan to fully finance the replacement of the chiller in case the state does not provide any funding for this project. Replacement of the chiller is urgent since the unit has reached the end of its useful life. The new chiller should be installed in November and it is anticipated the project should not take any longer than thirty to forty-five days to complete.

A pre-bid meeting was held today regarding the Taxiway A Rehabilitation, T-hangar Taxi-lane Rehabilitation and Taxiway D&E repair projects. Adelman passed out exhibits and information regarding the projects for the Commission's review. Brian Salyers of Talbert, Bright and Ellington was in attendance for the pre-bid meeting. Two general contractors and several sub-contractors were in also attendance for this meeting. The Taxiway A Rehabilitation project was the first project discussed. As previously identified the FAA insists that the paving for this project be completed according to FAA design standards which will involve an overlay that will vary in depth along Taxiway A from two to six inches. Additional asphalt will be applied in areas where there is more of a dip to adjust for grade differences.

The Taxiway A project will be completed in seven different phases. The general contractors in attendance had questions regarding this aspect of the project and Brian Salyers explained that the phasing is necessary to reduce back-taxiing requirements along the primary runway. Contractors also expressed an interest that the project should begin in March 2017 to avoid a winter shutdown. It is expected this project will receive both federal and state funding. Discussion continued.

The other projects identified during the pre-bid meeting involved planned repairs for Taxiway D&E connections, the T-hangar Taxi-lane rehabilitation project and the Taxiway A fillet widening project. All of these projects are only eligible for state funding. Adelman provided an exhibit for the Commission to review that identified how construction activities would be phased for the T-hangar Taxi-lane project to minimize restricted operational access for as many tenants as possible. Adelman recommended to the Commission the possible elimination of t-hangar rental fees while t-hangar tenants lack access to the operations area. Discussion continued.

Topic: **Report from the Officer Selection Committee**

Action: Gene Jackson was elected to serve as Chairman of the Airport Commission for FY 2017.

Disposition: It was decided to hold nominations for Vice-Chairman during the July Airport Commission meeting.

Discussion was completed regarding which Commission members are eligible to be elected as Chairman and Vice-chairman for the upcoming fiscal year. *A motion was made by Joe Miller and seconded by Helm Dobbins to elect Gene Jackson as Chairman of the Airport Commission for FY 2017. All were in favor and the motion passed.* After further discussion it was decided to wait until the July 2016 Airport Commission meeting to take nominations for the office of Vice-chairman.

Public Comment

Libby Rembold commented that she and Mike would be glad to answer any questions that any of the Commission members may have regarding the FBO lease.

Communications

Helm Dobbins and Jesse Barksdale both commented that they enjoyed their time while serving on the Airport Commission.

Closed Meeting

The meeting was recessed and reconvened into closed meeting at 4:46 p.m. The meeting was reconvened from the closed meeting at 5:56 p.m.

Adjournment

The Commission meeting adjourned at 5:58 pm.

The next meeting is scheduled for **Tuesday, July 12, 2016 at 4:00 p.m. in the Danville Regional Airport's Eastern Conference Room.**