

AIRPORT COMMISSION MINUTES

September 13, 2016

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, September 13, 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		

Approval of Minutes

Joe Miller moved that the minutes of the August 9, 2016 meeting be accepted as presented and Charles Ellis seconded the motion. All were in favor and the motion passed.

Topic: Special Event Planning

Action: Marc Adelman met recently with a group from the Danville Regional Medical Center who expressed interest in holding a special event at the airport to generate funds for the United Way.

Disposition: The Commission will be updated if the group decides to move forward with planning the event.

Adelman said he met recently with a group from the Danville Regional Medical Center who expressed interest in holding a special event at the airport to generate funds for the United Way. The group would like to offer paid plane rides and include a children's area with a rock wall and other activities as part of the event. Initially they communicated they would like to schedule the fundraising activity this fall however after discussion of related planning issues the group was open to pushing the event back to the spring. Discussion continued. Adelman said that if the group offers more definitive plans that he will update the Commission at that time.

It was also discussed that the airport was approached recently by a different group concerning the possible use of the closed runway to host a car show. Adelman and Bruce Newcomb met with the car show coordinators to discuss the possibility, however due to the expressed interest by the group to attract a large crowd Adelman indicated that he does not feel the closed runway would be the best venue for a car show because of traffic activity involving the airport service road to Highway 58 East. Bruce Newcomb also expressed concern of the possibility of spectators crossing over into the object free area and security requirements needed to accommodate a large crowd.

Adelman informed the Commission that an emergency response roundtable meeting was held a few months ago to begin the process to develop an Emergency Response Plan for aircraft accidents at the airport. He mentioned that the roundtable participants included representatives from the Fire Department, Police Department, State Police, Danville Life Saving Crew, General Aviation Inc., Civil Air Patrol, and the Virginia Department of Aviation. The next step will involve reconvening the group to review a draft plan so it could be finalized and integrated into the city's Emergency Response Plan.

Topic: Status of the T-hangar Building Rehabilitation Project

Action: The general contractor is continuing to work on hangar units, #5-#8.

Disposition: A final inspection will be completed by Mattern & Craig after construction activities are completed.

Bruce Newcomb updated the Commission on the status of the t-hangar rehabilitation project. To date, t-hangar units #1-#4 and #9-#20 have been rehabilitated. The general contractor has also begun work on t-hangar units #5 and #6. Units #7 and #8 will be under construction soon. After Quality Construction has completed all related work Mattern & Craig will complete a final inspection. Adelman said he is hoping that by the next Commission meeting the project will be finished.

Topic: Consideration of hangar lease modifications for inactive aircraft

Action: Hangar lease options were reviewed to address inactive aircraft.

Disposition: Draft lease provisions will be provided for the Commission's review.

Alan Spencer, Assistant City Attorney suggested that future lease revisions should reference that tenants should follow the FAA airworthy requirements for the particular aircraft that they own. Spencer said that the key issue is enforcement of the FAA policy concerning inactive aircraft. Another option discussed involved inserting specific language into hangar leases requiring relevant maintenance certification or airworthiness documentation to be provided by tenants. Adelman recommended that the lease should identify that tenants must provide documentation to the airport on an annual basis that confirms their aircraft is airworthy. Additionally, he suggested that the revised lease should be provided to tenants this December and that the lease could be effective January 1, 2017. Required airworthy documentation would be provided to the airport by December 31, 2017. It was also discussed to insert language to address related conditions for experimental, piston and turbine aircraft per the aircraft manufacturer's requirements. Discussion continued. A draft lease will be reviewed at the next meeting.

Public Comment

Libby Rembold mentioned that if a fundraising event is planned for the spring she hopes the planning group will keep the VIR race dates in mind to avoid an overlap. She also stated that the door at the end of the hall is not fixed. Bruce Newcomb mentioned that the airport is currently waiting on the contractor that Public Works has contacted to repair the door. Adelman asked Bruce Newcomb to contact the contractor directly to repair the door.

Closed Meeting

The meeting was recessed and reconvened into closed meeting at 4:40 p.m. The meeting was reconvened from the closed meeting at 5:15 p.m.

Communications

No additional communications.

Adjournment

The Commission meeting adjourned at 5:16 pm.

The next meeting is scheduled for **Tuesday, October 11, 2016 at 4:00 p.m. in the Danville Regional Airport's Eastern Conference Room.**