

AIRPORT COMMISSION MINUTES

May 8, 2018

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, May 8, 2018.

Attendees:

Marc Adelman, Director	Ken Carlson	Alan Spencer, Asst. City Atty.
Gene Jackson	John Lippert	Lisa Bivens, Admin. Asst.
Scott Brown	Hampton Wilkins	Todd Pinekenstein, Bld. & Grounds Supt.
Joe Miller	Libby Rembold, General Aviation	

Approval of Minutes

John Lippert moved that the minutes of the April 10, 2018 meeting be accepted as presented and Hampton Wilkins seconded the motion. All were in favor and the motion passed.

Topic: Establishing Nominating Committee

Action: Hampton Wilkins and Michael Duncan were appointed to serve on the Nominating Committee to recommend officers for FY 2019.

Disposition: Recommendations from the Committee will be made at June Commission meeting.

Hampton Wilkins and Michael Duncan were appointed to serve on the Nominating Committee to make recommendations for Airport Commission officers at the June meeting for the upcoming fiscal year that will begin July 1st.

Topic: Update on Maintenance Projects

Action: Installation of the mini-split systems in the FBO area have been completed and the remaining units that will be located on the north side of the terminal will be installed next week. The Virginia Department of Aviation has approved funds to replace the north-end terminal door.

Disposition: Installation of the mini-split system in the Federal Aviation Administration (FAA) Communications room should be complete next week.

Todd Pinekenstein informed the Commission that the installation of the mini-split HVAC systems throughout the FBO area of the terminal have been completed and are functioning properly. Danny Williams with Centech plans to conduct system performance tests this week. Several of the old wall units that support the existing heating air conditioning system have been disabled and will be boxed-in with wood facades to improve the appearance of the area and the functionality of the space.

A quote was submitted to the Virginia Department of Aviation to replace the door on the north end of the terminal and was approved for grant assistance. Installation will be coordinated in conjunction with the porcelain tile installation that will be completed in the north corridor of the terminal building. Tile installation is expected to begin on May 9th.

Topic: Update on Maintenance Projects (continued)

Airport staff recently completed painting the Piedmont and Southside conference rooms. A brighter color for the conference room walls was chosen to be more compatible with the new carpet. The terminal building improvement project is presently on schedule. Carpeting has been installed throughout the common area, Piedmont and Southside conference rooms and in a portion of the administrative offices. Luxury vinyl tile (LVT) has been installed in an area adjacent to the restrooms on the south side of the terminal building. This flooring was installed to support custodial activities and to avoid the possibility of bleach and other products spilling onto the carpet.

The airport's request to modify the Automated Surface Observation System (ASOS) to allow for appendant messaging has been denied for reasons outlined in the FAA memorandum dated August 13, 2009, which states that only weather related information can be provided via ASOS/AWOS systems to minimize the length the of broadcast thereby minimizing pilot distraction.

Topic: Airport Security Improvement Project

Action: The State has approved funding for the Airport Security project.

Disposition: Danville City Council will consider appropriating funding for the project on May 15, 2018 and June 5, 2018.

The Virginia Department of Aviation has approved funding to complete the Airport Security Improvement project. A Request for Proposals was issued for the project and the successful proposer's price was approximately \$67,000. The state will provide a little more than eighty percent funding for the project. Danville City Council approval is needed to appropriate the funds for the project. The first reading to appropriate funds will occur at the May 15, 2018 Council Meeting and the second reading would be completed on June 5, 2018.

Topic: Trail Expansion Project and Airport Drive Curve Realignment Project

Action: Adelman circulated an exhibit that was provided by the Public Works Engineering office that showed planning activities for the Airport Drive curve realignment project and the bike trail expansion project.

Disposition: Brian Dunevant, Chief Engineer for the Public Works will be in attendance for the June 2018 meeting to receive input from the Commission regarding these projects.

Adelman circulated an exhibit that was provided by the Public Works Engineering office that showed the bike trail expansion project and the roadway curve realignment project that will impact Airport Drive. Project completion is possible due to the recent acquisition of adjacent property by the city. Brian Dunevant, Chief Engineer and Division Director for Public Works indicated that they plan to complete the design this summer and hope to advertise the project later in the summer. Adelman said he has invited Dunevant to attend the June Commission meeting to meet with the Commission to receive input on both the road and trail projects.

The trail extension project will be designed in two different phases. The first phase will involve the area from the Fire Training center to the terminal building. Phase two of the project will impact Airport Drive from the terminal building to South Boston Road.

**Topic: Trail Expansion Project and Airport Drive Curve Realignment Project
(Continued)**

A kick off meeting to discuss these projects is scheduled with staff from the FAA, Virginia Department of Aviation and Public Works Engineering on Thursday, May 31st and will be held at the airport. The FAA will participate in the meeting due to associated planning requirements that overlap with airport property. Revisions to the Airport Layout Plan may be required. There was some discussion as how the new, planned parking lot area that will be developed in conjunction with the bike trail expansion project could possibly include an exhibit to promote aviation.

Public Comment

Libby Rembold said she thought it would be a good idea to have something to promote aviation. She also commented that she liked the new carpeting.

Communications

No communications.

Adjournment

The Commission meeting adjourned at 4:25 pm.

The next meeting is scheduled for **Tuesday, June 12, 2018 at 4:00 p.m. in the Danville Regional Airport's Eastern Conference Room.**