

AIRPORT COMMISSION MINUTES

November 12, 2019

4:00 P.M.

Eastern Conference Room

The following were present at the Danville Regional Airport Commission Meeting on Tuesday, November 12, 2019.

Attendees:

Marc Adelman, Director	Stephen Daniel	Libby Rembold, General Aviation
Jessie Barksdale, Chairman	Michael Duncan	Alan Spencer, Asst. City Attorney
Ken Carlson	Joseph Miller, Vice Chairman	Lisa Bivens, Administrative Assistant
	Karen Black, PW Engineering	

Approval of Agenda

Per the recommendation of Ken Carlson, the agenda was modified to include the discussion of aviation fuel prices charged at different airports. A motion was made by Joe Miller and seconded by Michael Duncan to approve the agenda for the November 12, 2019 meeting. All members in attendance were in favor and the motion passed.

Approval of Minutes

Michael Duncan moved that the minutes of the October 8, 2019 meeting be accepted as presented and Joe Miller seconded the motion. All members in attendance were in favor and the motion passed. Stephen Daniel reported a typographical error concerning the Unicom report to the Commission Secretary.

Communications from Visitors

Libby Rembold commented regarding the attendance record of a Commission member. Marc Adelman informed members that attendance information for Airport Commission meetings was provided to the City Clerk, who will communicate with Commission members as necessary.

Topic: Design Activities to modify the curved intersection of Airport and Stinson Dr.

Action: The walking trail extension and Airport Drive curve improvement projects were discussed with the Commission.

Disposition: Public Works Engineering staff will complete design modifications for the curve improvement project and plan to advertise it for bid in 2019.

Karen Black of the city's Public Works Engineering office was present for the meeting to discuss the Airport/Stinson Drive curve improvement project with the Commission and the extension of the walking trail. She identified that the project to extend the walking trail to the south side of the terminal building and develop a small parking lot located across from the terminal on Airport Drive is currently out to bid and will be funded using federal and state assistance. Karen Black also identified that a second project that will involve modifying the curve on Airport Drive to meet state standards is expected to go out to bid next month. Karen Black discussed with the Commission the specifics of the curve project. Commission members indicated that the planned entrance from the curve area to gain access to the t-hangars and fuel farm maybe too sharp for tractor-trailer sized trucks to make the turn.

Topic: Design Activities to modify the curved intersection (*continued*)

Karen Black stated that she will double check the planned design for curve modifications to make sure it is compliant for large trucks and if not, the design could be changed to support a larger turning radius. She also commented that access to the t-hangar area would be maintained at all times while the projects are under construction. Marc Adelman asked if funds would be available to include an aviation related object near the planned parking lot that will be located adjacent to Airport Drive, near the south side of the terminal building. Karen Black said she did not think funds would be available for aviation improvements but would check for clarification. She added that signage for the entrances could be handled by Public Works Traffic Control.

Topic: T-Hangar Taxi-lane Rehabilitation Project Update

Action: A recent pavement inspection revealed that ponding issues exist.

Disposition: Modifications should be completed by the end of the month if weather permits.

Marc Adelman reported that an inspection of the T-hangar Taxi-lane rehabilitation project was recently completed, however two pavement areas are ponding water. Modifications will have to be corrected by the contractor before the retainage is released for this project. Brian Salyers of Talbert, Bright and Ellington recently met with airport staff to discuss options for repair work. A notice will be provided to the contractor regarding related requirements.

Ken Carlson suggested that the t-hangar drives should be restriped to help center the aircraft as they are moved into the hangars. It was also discussed to put centerline markings on the taxi-lanes to assist with turning movement requirements at night. Marc Adelman said he will check to see if funds are available to issue a change order to complete the painting work.

Topic: Update on the status of the Runway 2/20 remarking and crack seal project

Action: An inspection for the Runway 2/20 remarking and crack sealing project is scheduled for November 20, 2019.

Disposition: After the inspection is completed it will be determined whether any deficiencies exist that must be corrected.

The final inspection for the Runway 2/20 remarking and crack sealing project is scheduled for November 20, 2019. In addition, the contractor is scheduled to remark Runway 13/31 on November 18, 2019.

Topic: Project status update on the Apron Rehabilitation project

Action: Certain areas of the terminal apron have been milled and paved.

Disposition: The remaining phases of the project including the seal coat work is anticipated to be completed next summer.

Marc Adelman said the phasing of the Apron Rehabilitation project has been modified based on a proposal from the general contractor due to anticipated weather conditions. To date, the areas of the terminal ramp that have been milled and paved include the maintenance hangar area, adjacent to the terminal building, the north side of the apron adjacent to hangars used by Averett University and the large 80'x 80' hangar. At a recent meeting, the general contractor requested a winter shutdown and proposed that the apron area adjacent to the Averett's Flight Center building should be completed last. The proposed changes were discussed with Averett University and General Aviation Inc.

Topic: Project status update on the Apron Rehabilitation project (*continued*)

It was agreed that the suggested modifications to complete the project should be implemented. The remaining phases of the project including the seal coat work should be completed by next summer.

Topic: Additional Agenda Item – Aviation Fuel Prices

Action: Fuel price information was reviewed with Commission members

Disposition: A discussion concerning aviation fuel prices will be planned for the January 2020 Airport Commission meeting.

Ken Carlson distributed information regarding fuel prices charged at various airports within a fifty-mile radius of Danville and expressed concern regarding the discrepancy in prices that are charged in Danville compared to other airports. Discussion was held regarding this information. Mr. Carlson said he would like to request an explanation in January from the FBO regarding this issue and to see if there is a plan going forward so that prices could be leveled out. Marc Adelman suggested that after the new FBO lease is executed that a meeting could be scheduled with the Commission, General Aviation Inc. and Averett University that would focus on fuel price issues. Everyone in attendance was in agreement with this concept.

Public Comment Period

Libby Rembold commented that she does not think aviation fuel prices that are charged at different airports should be discussed in a public meeting. She also commented that some airports when they post their fuel prices do not include state and federal taxes or fuel flow fees but these fees are added in when you pay for the fuel.

Communications

No Communications

Adjournment

The Commission meeting adjourned at 5:00 pm.

The next meeting is scheduled for **Tuesday, December 10, 2019 at 4:00 pm in the Danville Regional Airport's Eastern Conference Room.**