

# AIRPORT COMMISSION MINUTES

November 10, 2020

4:00 P.M.

The following were present for the Danville Regional Airport Commission Meeting on Tuesday, November 10, 2020.

## Attendees:

Marc Adelman, Director	Gene Jackson	Alan Spencer, Asst. City Attorney
Sid Allgood, Chairman	Robert Jiranek	Libby Rembold, General Aviation
Jessie Barksdale	Joe Miller	Todd Pinekenstein, Bld. & Grounds Supt.
Stephen Daniel	Earl Reynolds, Deputy City Mgr.	Lisa Bivens, Administrative Assistant
Michael Duncan	Charles Harris, Averett University	
Phil Hall, Vice Chairman		

## Approval of Agenda

A motion was made by Jessie Barksdale and seconded by Michael Duncan to approve the November 10, 2020 agenda as presented. All members in attendance were in favor and the motion passed.

## Approval of Minutes

Michael Duncan moved that the minutes of the October 14, 2020 meeting be accepted as presented and Bob Jiranek seconded the motion. All members in attendance were in favor and the motion passed.

## Communications from Visitors and Commission Members

Charles Harris of Averett University commented that Bud Oakey, who attended the October Airport Commission meeting will be back in town next Tuesday, November 17, 2020 and will coordinate through Mr. Allgood to set up meetings with the Commission members.

### **Topic: Welcome New Commission Member, Gene Jackson**

Airport Commission Chairman, Sid Allgood welcomed Gene Jackson back to the Commission.

### **Topic: Update on the Terminal Apron Rehabilitation and Expansion Project**

**Action:** Retainage for the Terminal Apron Rehabilitation project will be held by the city until all pavement deficiencies are addressed.

**Disposition:** Core samples will be extracted and a pavement evaluation will be completed.

Marc Adelman informed members that the city plans to hold the retainage for the Terminal Apron Rehabilitation project until all pavement deficiencies are addressed. The Public Works Engineering Office suggested that the airport contact two different engineering firms to obtain quotes to complete a pavement evaluation. Talbert, Bright & Ellington, the airport's engineering firm and/or APAC Inc., the general contractor will pay the fee to complete the evaluation, which will cost \$5,200. This work will involve extracting pavement cores from certain areas of the terminal ramp to assess whether pavement has been compromised. He also added that pavement markings for the terminal ramp have been completed.

**Topic:** November 12, 2020 Planning Meeting

**Action:** The planning meeting is scheduled for Thursday, November 12, 2020.

**Disposition:** An agenda will be sent out for review by the Airport Commission.

Sid Allgood stated the planning meeting is scheduled for Thursday, November 12, 2020. The meeting will begin early in the morning and will involve a tour of the airport facilities. Mr. Allgood mentioned that an agenda will be sent out later this evening for review and if anyone has any questions or comments, please contact him. Discussion continued.

**Topic:** General Aviation Inc. Fuel Report

**Action:** Fuel pricing was reviewed by the Commission.

**Disposition:** Libby Rembold said fuel prices are the same as they were at the last Commission meeting.

Libby Rembold provided copies of the most recent fuel price information for the Commission's review. She commented that their fuel prices are the same as they were last month. General Aviation Inc. received a half load of fuel yesterday but has not received the pricing for that delivery yet.

**Topic:** Airport Commission Sub-Committee Update – Video Production Project

**Action:** A pre-proposal meeting was held at the airport earlier today.

**Disposition:** Proposals are due to the city's Purchasing office on Tuesday, November 24, 2020.

Marc Adelman informed the Commission that a pre-proposal meeting was held earlier today to discuss the development of the airport promotional video. Eight video production companies attended the meeting. Several companies expressed interest to collaborate and assist with the development of a script for the project. Mark Aron, Danville' Multi-Media Manager maintains video of special events held previously at the airport that could be used for the project and aerial photography will also be incorporated as part of the promotional video. A tour of some of the airport facilities was completed with company representatives as part of the pre-proposal meeting. Proposals are due to the city's Purchasing office on Tuesday, November 24, 2020. Discussion continued.

### **Public Comment Period**

No public comments.

### **Communications**

Michael Duncan and Sid Allgood offered appreciation to airport staff for their assistance during the last month. Gene Jackson commented that he is excited to be back on the Commission and for the things coming in the near future to the city and airport.

### **Adjournment**

The Commission meeting adjourned at 4:20 pm.

The next regular Commission meeting is scheduled for **Tuesday, December 8, 2020 at 4:00 pm in the Airport's Eastern Conference Room. Social distancing will be accomplished.**