

AIRPORT COMMISSION OF FORSYTH COUNTY
SMITH REYNOLDS AIRPORT
WINSTON-SALEM, NC 27105
MINUTES OF MEETING

A regular meeting of the Airport Commission of Forsyth County (ACFC) was held on Thursday, February 23, 2017 at 4:00 p.m. with a quorum present.

Commissioners Present:

Mr. Scott G. Piper, Chairman
Mr. James W. Shaw, Vice Chairman
Mr. Thomas F. McKim, Secretary Treasurer
Mr. Perry Hudspeth, Commissioner
Mr. Ted Kaplan, Commissioner

Also Present:

Mr. Mark Davidson, A.A.E, Airport Director
Mr. George Gamble, 2G Environmental
Mr. Andy Dale, AOPA
Mr. Mike Darcangelo, AVCON
Mr. William Stout, Stout, Stuart, McGowan & King
Mr. Chris Davis, Fire Department
Ms. Becca Colangelo, Signature Flight Support
Mr. Shoab Quader, ACFC
Mrs. Jeannette Huntley, ACFC

Purpose of Meeting: To review the following agenda items and pass the necessary resolutions for conducting airport business.

1. Call to Order

Chairman Piper called the February 23, 2017 meeting to order at 4:00 p.m. and observed a moment of silence in memory of County Commissioner Walter Marshall.

2. Approval of Minutes: January 17, 2017 (Regular Minutes)

A motion was made to approve the January 17, 2017 regular minutes.

Motion	Shaw
Second	Kaplan
Result	Approved
Vote	Unanimous

3. Acknowledge Receipt of Financial Statements (January 2017)

A motion was made to acknowledge receipt of the financial statements for the month of January, 2017.

Motion	McKim
Second	Shaw
Result	Approved
Vote	Unanimous

4. Public Comments

There were no public comments.

5. Audit Report

Mr. Stout provided overview of the financial audit prepared for the Airport Commission for FYE 2016.

6. Contract to Audit Accounts

A motion was made to execute contract to audit accounts with Stout, Stuart, McGowan, & King for fiscal year ending 2017.

Motion	McKim
Second	Shaw
Result	Approved
Vote	Unanimous

7. Selection of Engineering Firm

A motion was made to select AVCON for engineering services and establish and execute the standard master agreement for five years to be executed by the Chairman.

Motion	Piper
Second	McKim
Result	Approved
Vote	Unanimous

8. Risk-Based Closure 3817 N. Liberty St

Mr. Gamble with 2G Environmental reported that the airport's property located at 3817 N. Liberty St was a good candidate for the North Carolina Department of Environmental Quality's (NCDEQ) Risk-Base Closure program. Mr. Gamble provided an environmental history of the parcel and advised that the current plan is to subdivide the parcel. Measures have been taken with the County and City/County Planning Department and once it is subdivided, a deed restriction would be placed on the property and no further environmental action would be required.

9. Aircraft Rescue and Fire Fighting (ARFF) Update

Mr. Davis with Forsyth County Fire Department is requesting to hire additional Fire Fighters to replace the existing units that are relocating from the Airport to other parts of the County. Mr. Davidson will develop a letter of support for signature by the Commissioners to send to the County Manager.

10. Other Business

There was no other business.

11. Airport Activity Updates

Mr. Davidson reported on operations, fuel volumes, staff accomplishments and capital projects. Next Airport Commission meeting is scheduled for March 21, 2017 at 4:00 p.m.

12. Closed Session - North State Aviation and Forsyth Tech

At approximately 4:57 p.m., a motion was made to enter closed session under North Carolina General Statute 143-318.11(a) (5) to discuss leasing terms.

Motion	Shaw
Second	McKim
Result	Approved
Vote	Unanimous

A motion to come out of closed session at 5:32 p.m.

Motion	Shaw
Second	McKim
Result	Approved
Vote	Unanimous


Mr. Davidson summarized the closed session and advised that he would create and circulate a lease amendment for North State Aviation. He also advised that Forsyth Tech is considering two different sites at the Airport.

13. Adjourn

A motion was made to adjourn the meeting at approximately 5:34 p.m.

Composed by Jeannette Huntley

Respectfully Submitted:



 Mark R. Davidson, A.A.E., Airport Director

Received:



 Scott G. Piper, Chairman