

Pitt Greenville Airport Authority Board Meeting

May 21, 2025

11:00 a.m.

Pitt Greenville Airport Conference Room

Board Members present: John Banks, Chairman; Terry Monday, Vice Chairman; Chris Nunnally, Michael Overton, and Mike Roberson

Board Members not present: Dan Mayo, Mark Porter and Les Robinson

Staff Members present: Bill Hopper, Executive Director; John Hanna, Operations Manager; April Cannon, Finance & Administration Manager, Cidni Mills, Administrative Assistant

Other attendees include Dave Silver, Attorney; Drew Ligon, Bob Overby, McFarland-Johnson; Jay Talbert, Talbert & Bright;

Public Comment Period

With no one registered to speak, Chairman Banks closed the Public Forum and called the monthly Airport Authority Board meeting to order

Approval of Minutes

Board Minutes from the April 16th 2024, Pitt Greenville Airport Authority Board meeting were emailed to all members for review. Chairman Banks asked if there were any changes or recommendations to the minutes. With no corrections, a motion to approve the minutes was made by Mike Roberson, Chris Nunnally, motion was unanimous, motion carried, minutes were approved.

Budget Meeting Report

Finance Manager April Cannon stated that The Pitt Greenville Airport Authority Fiscal year 2025-2026 Budget Proposal is to be voted on at the June 18, 2025 Airport Authority Board meeting. The Pitt Greenville Airport Authority Fiscal Year 2025-2026 budget has been submitted to the Pitt Greenville Airport Authority Board on May 21, 2025 and was approved for public inspection on May 21, 2025. A copy of the FY Budget 2025-2026 is available upon request. A public hearing is scheduled for June 18, 2025 at 10:45am located at the Pitt Greenville Airport Authority Conference Room prior to the Pitt Greenville Airport Board Authority Meeting held at 11:00am.

Executive Director Report

- Executive Director Bill Hopper stated that Pitt Greenville Airport anticipates receiving a grant offer from the FAA in the amount of \$445,500 in July 2025 for the design portion of Runway 8-26 rehabilitation. Hopper stated that the total cost of the project is \$469,000 with a local share of \$23,450. The local share will be paid using NCDOT funds. Hopper also stated that he will be making a request to enter into a contract with McFarland-Johnson, Inc for the design work. Executive Director Bill Hopper is seeking approval to receive the grant offer from the FAA in the amount of \$469,000. A motion to approve was made by Chris Nunnally, seconded by Mike Roberson. Motion was unanimous, motion carried, and approved.
- Executive Director Bill Hopper was seeking approval for the purchase of the SCAG Turf Tiger II 72 in the amount of \$17,331.86. Hopper gave the floor to Operations Manager John Hanna to go over details about the Zero Turn lawn mower. Hanna stated that Pitt Greenville Airport currently uses two small lawn mowers, one for the airport operations and the other for maintenance. Hanna stated that with fast vegetation growth and a large area to cover the lawn mowers Pitt Greenville Airport have are not enough to keep up. The 2009 John Deere JD-997 needs significant repairs including a \$5,000 deck replacement and a new water pump. Hanna recommended purchasing the SCAG Turf Tiger II 72” with a 38HP Kohler Command diesel engine which is priced at \$17,331.86

- Operations Manager John Hanna stated that this purchase will improve mowing efficiency, reduce equipment strain, and help maintain safety & appearance across the Airport grounds. Chairman Banks asked if there was a warranty, if the mower has a beacon light and if Pitt Greenville Airport would be buying oil specifically for the mower from John Deere. Maintenance Foreman Barry Gingras stated that there's a 2-year warranty and a 3-year warranty for unlimited engine hours. Gingras also stated that the mower uses regular blades and not mulching blades. Hanna stated that Pitt Greenville Airport is looking to establish a long-term relationship with John Deere so purchasing oil from the company will maintain a good line of communication.

There is an additional charge of \$300 for the light kit which includes beacon light and headlights. A motion to approve the purchase of the SCAG Turf Tiger II 72" in the amount of \$17,331.86 with the additional purchase of the \$300 light kit was made by Chris Nunnally, seconded by Terry Monday. Motion was unanimous, motion carried, and approved.

A motion to approve the purchase of the water pump in the not to exceed amount of \$5,500 was made by Chris Nunnally, seconded by Terry Monday

- Executive Director Bill Hopper gave a report on the purchase from Coastal Shutters & Blinds. Hopper stated that blinds were purchased for the Executive Directors Office and the side windows in the Conference room in the amount of \$3,284.47. This purchase was approved by Vice-Chairman Terry Monday

- Executive Director Bill Hopper gave a report on Pilot John International. Hopper state that Pitt Greenville Airport has been renting a GPU from Pilot John International monthly in the amount of \$6,590.50 which includes a 90 KVA Diesel Tier 4 Engine (\$2,150), Freight (\$2,000), a deposit of \$2,150 and taxes (\$290.50). This purchase received approval from Vice-Chairman Terry Monday. Chairman Banks requested that Operations Manager John Hanna send out the ROI again to the Board. A decision to purchase a GPU will be made at the next Board meeting
- Executive Director Bill Hopper gave a report on the purchase of a tool box for the maintenance facility in the amount of \$8,928.55, which was approved by Chairman Banks.
- Executive Director Bill Hopper showed pictures and briefly talked about a few medical flights Pitt Greenville Airport had on the ramp. Hopper gave a brief statement talking about life and how lives were changed due to the medical flight operations.
- Executive Director Bill Hopper discussed the GA Terminal project. Stated that Pitt Greenville Airport is still looking over the designs.

Federal/State/Local Projects

- **AIP-55 Fund 94 FY 23 Taxiway A South**
 - ❖ Pending final punch list, invoice, final inspections
 - ❖ Transfer Local Share 2/19/2025 pending closeout
 - ❖ Pending grant/PFC amendments before final transfer
- **PGV-18 Fund 45 FY- Hangar 25 & 26 (3NCDOT/SCIF Grants)**
 - ❖ Closeout in progress with TBI

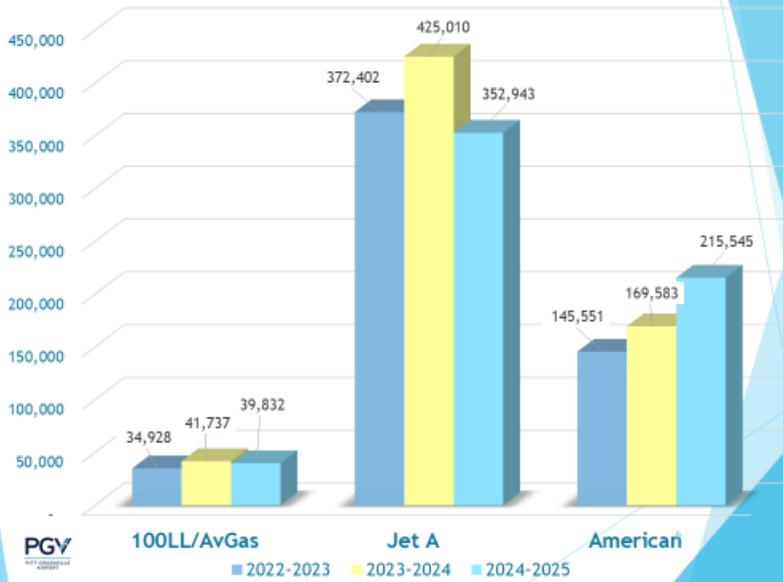
Operations Report

Operations Reports

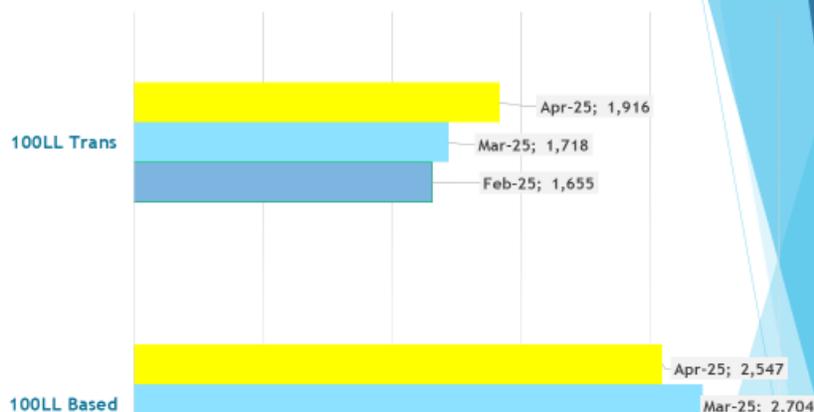
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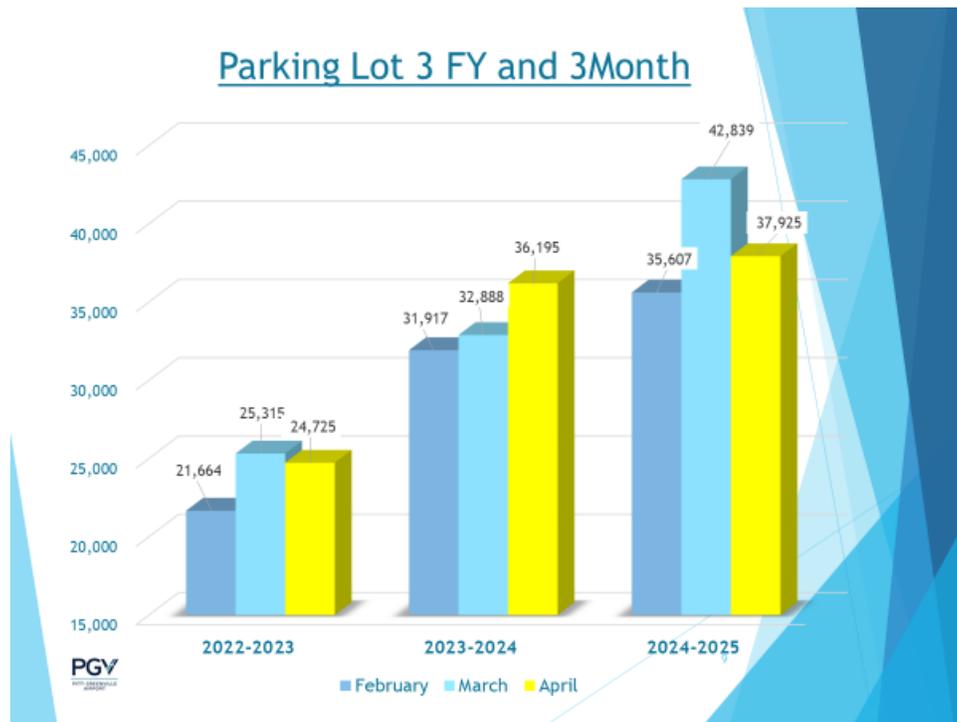


Fuel Gallons 3 Fiscal year Annual



Fuel Gallons AVGAS 3 Month Comparison





Financial Report

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21,2025 and was approved for public inspection on May 21, 2025. A copy of the FY Budget 2025-2026 is available upon request. A public hearing is scheduled for June 18, 2025 at 10:45am located at the Pitt Greenville Airport Authority Conference Room prior to the Pitt Greenville Airport Board Authority Meeting held at 11:00am.

Cannon stated that Executive Director Bill Hopper and herself are still attending monthly meetings with the County and City. Cannon stated that Pitt Greenville Airport is still functioning at a loss. Cannon stated that the FY Audit has started and apologized for the financial reports being sent out late. Chairman Banks requested Finance and Administration Manager April Cannon provide the Board with a countdown/brief regarding what Pitt Greenville needs to operate.

Chairman's Comments

Chairman Banks asked Executive Director Bill Hopper about the Hangars. Executive Director Bill Hopper stated that there are a lot of interest in the Hangars, Hopper gave praises to the Intern Talia Wall on her hard work creating the Pitt Greenville Airport Hangar advertisement. Hopper briefly told a story of how a pilot saw the advertisement Talia created, which led to business discussions regarding the Hangars. Chairman Banks asked about the ESP program, Finance and Administration Manager April Cannon stated that taxes have lowered in surrounding counties which affects Pitt County ESP Credits. Cannon stated that Pitt Greenville Airport is looking at the economic stimulus plan to see what can be done to increase the ESP Credit.

Chairman Banks asked Executive Director Bill Hopper about his visit to Concord Airport. Executive Director Bill Hopper briefly talked about his visit and gave insight on the Airport. Michael Overton requested that a County ESP Tax Value sheet be sent out to the Board. Chairman Banks also requested that pre-bids also be sent out to the Board.

Vice-Chairman Terry Monday asked about the AWOS, Operations Manager John Hanna stated that the 7460 form has been submitted to the FAA and is currently going through the approval process. Chairman Banks asked how the new John Deere was running, Hanna stated that the new John Deere has already reached 200 hours and is due for service. Hanna also stated that Pitt Greenville Airport will be amending the original scope to add 3 additional gates for the fence project to facilitate mowing operations near the abandon runway.

Closed Session:

To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. A motion to go into closed session was made by Terry Monday, seconded by Chris Nunnally motion was unanimous, motion carried, and approved.

A motion to come out of closed session was made by Chris Nunnally, seconded by Terry Monday, motion was unanimous, motion carried, and approved.

Adjourn

Chairman Banks asked if there were any further discussions or questions, with no one coming forward Chairman Banks called the May 21st 2025 Pitt Greenville Airport Authority Board meeting adjourned.