

**Florence Regional Airport  
Pee Dee Regional Airport Authority**

**January 18, 2023  
(DRAFT)**

**AIRPORT CONFERENCE ROOM AND ZOOM MEETING**

**MEMBERS PRESENT:**

Dr. Stephan Bridges  
Mr. Glenn Greene  
Mr. Rene Josey  
Mr. Lee Nettles  
Mr. Tommy Parham  
Mr. Robby Peed  
Mr. Joseph Powell  
Mr. Robert Ware

**MEMBERS ABSENT:**

NONE

Airport Staff Members present were Connie Anderson, Marshell Johnson, and Betsy Devault.

There was no media present at the meeting.

Also present was Judy Elders with Talbert, Bright & Ellington, Airport Consultants.

The meeting was called to order at 4:00 PM by Chairman Greene in the Airport Conference Room, 2100 Terminal Drive, Florence, SC. The media was notified in accordance with 30-4-80.

The Invocation was given by Chairman Greene.

Chairman Greene welcomed Mr. Robert Ware the newly appointed board member from Florence City. Mr. Ware introduced himself to the board and expressed his willingness to participate and serve on the airport board for the betterment of the airport and community.

**On a motion by Mr. Josey and second by Mr. Nettles, the minutes of the December 14, 2022, Airport Authority meeting was approved as previously emailed. Motion carried. Unanimously.**

## **COMMITTEE REPORTS:**

### **ADMINISTRATIVE AND FINANCE COMMITTEE REPORT:** Mr. Greene

Connie Anderson read the December 2022 FLO Sheet as previously emailed.

### **AIR SERVICE COMMITTEE REPORT:** Mr. Nettles

Mr. Nettles read the December 2022 Enplanement report as previously emailed.

### **PROPERTIES AND PROJECTS COMMITTEE REPORT:** Mr. Josey

Mr. Josey suggested that signage is needed at the gate entrance requiring pilots to wait for the gates to close after entering. There was brief discussion.

Judy Elders updated the Airport Authority on the Fencing, Corporate and Box Hangars and Rehabilitation of Taxiways B, B-3, B-4, and D projects, status of the PFC Application and 2024 - 2028 CIP, the 2023-2024 Grant Preapplications and the SCAC Commercial Airport Funding.

She reported on the Fencing Project the prime contractor (Maner) had a subcontractor onsite clearing and mulching an area inside the SIDA fence on the west side of Runway 01. This work has now been finished, along with all other punch list items. There is one location where a vehicle hit the fence that we are asking Maner to repair. The materials have been ordered to finish the repair. TBE received a draft pay application on January 17, 2023, and has replied with comments. Maner will adjust pay application and resend, along with contractor closeout documents. Once this has been received by TBE, project closeout documentation will be prepared and submitted.

On the Corporate and Box Hangar Project, she reported a bi-weekly construction meeting was held on-site on January 18, 2023, with the contractor. Design team is currently reviewing submittals and Requests for Information (RFI's). Contractor has mobilized to the site and has begun grading operations. Currently, the contractor is coordinating with the engineers and the utility department on waterline installation for the buildings.

On the Rehabilitation of Taxiways B, B3, B4 and D, TBE has received the topographic survey and geotechnical report and has begun working on the base drawings for the project. TBE is currently working on the pavement design and has come up with variable pavement options for the various taxiway.

On the Passenger Facility Charge (PFC) Application, Ms. Elders reported TBE has discussed the FLO when to submit the PFC application to the FAA for review. It has been decided that TBE

will hold preparation of the PFC application until later in the year to see what American Airlines plans to do with service.

Finally, Ms. Elders reported on the FY 2022 Competitive Funding Opportunity AIP Supplemental Discretionary Grant stating that TBE is preparing the grant paperwork for the design and construction of Taxiway A. The process is extremely competitive.

Nelson Tart briefly updated the Airport Authority on the Beta Technology Project stating that they will be here on January 25, 2023, for an onsite assessment for the electric charging station. The onsite assessment will be to determine what site will be efficient for installation.

**EXECUTIVE DIRECTOR'S REPORT:** Mrs. Anderson

Connie Anderson reported the new airport entrance sign is up and is expected to be working on next Friday.

Connie Anderson announced that she and Betsy DeVault will be attending the AAAE Conference in Fort Lauderdale, Florida February 6<sup>th</sup>-9<sup>th</sup>. She also reported that she will also be attending the SCAC Conference in Spartanburg on February 15<sup>th</sup>-17<sup>th</sup> and will attend the Feb. 15<sup>th</sup> Airport Authority meeting via Teams.

Finally, Mrs. Anderson reported that Florence is getting \$3 Million dollars through the State for Commercial Entitlement Funding. She stated that there will be guidelines from SC Aeronautics that are similar to the FAA's guidelines for perimeters around use of the funds and annual allocation. There was some discussion.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**ADJOURNMENT:**

There being no further business, the Pee Dee Regional Airport Authority meeting adjourned at approximately 4:31 PM.