

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

March 15, 2023

AIRPORT CONFERENCE ROOM AND TEAMS MEETING

MEMBERS PRESENT:

Dr. Stephan Bridges
Mr. Rene Josey
Mr. Tommy Parham
Mr. Robby Peed
Mr. Joseph Powell
Mr. Robert Ware

MEMBERS ABSENT:

Mr. Glenn Greene
Mr. Lee Nettles

Airport Staff Members present were Connie Anderson, Robert Norton, Marshall Johnson and Betsy Devault.

There was no media present at the meeting.

Also present was Judy Elders with Talbert, Bright & Ellington, Airport Consultants and Tim Summerow with Precision Air.

The meeting was called to order at 4:00 PM by Vice Chairman Josey 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 Mr. Ware.

On a motion by Mr. Parham and second by Mr. Powell, the minutes of the February 15, 2023 Airport Authority meeting was approved as previously emailed. Motion carried. Unanimously.

COMMITTEE REPORTS:

ADMINISTRATIVE AND FINANCE COMMITTEE REPORT: *Dr. Bridges*

Dr. Bridges deferred the report to Connie Anderson who read the February 2023 Flow Sheet as previously emailed. Mrs. Anderson also gave a brief recap of how the CARES funding has been utilized to date and stated the current balance. There was brief discussion.

AIR SERVICE COMMITTEE REPORT: *Mr. Nettles*

Mrs. Anderson read the February 2023 Enplanement report as previously emailed. She pointed out that the Load Factor History is now included on the Enplanement Report so the board will be able to see the trends from month to month. There was some discussion.

Connie Anderson stated she will reach out to Mike Mooney, the Air Service Consultant to solicit a request to meet with American Airlines for an air service update and scheduling. She stated she will follow up with the Air Service Committee after speaking with Mr. Mooney.

PROPERTIES AND PROJECTS COMMITTEE REPORT: *Mr. Josey*

Mr. Josey stated the Gate 1 seems to be working and hangars are still currently being built.

Judy Elders reported the prime contractor (Maner) has submitted their closeout documents and as-constructed plans to TBE. TBE is preparing Record Drawings for the project. Once the Record Drawings have been completed by TBE, project closeout documentation will be prepared and submitted to the FAA.

On the construction of the Corporate and Box Hangars, Mrs. Elders reported a bi-weekly construction meeting was held on-site on March 7, 2023 with the contractor. The Design team is currently reviewing submittals and Requests for Information (RFI's). The Contractor has been installing utilities to the corporate hangars and begun building foundations. The concrete slab on grade for the northernmost corporate hangar has been completed and steel has been erected for this building. Florence building inspector inspected the rebar for the footings on the box hangars on March 8, 2023 and the concrete footings have now been poured.

On the Rehabilitate Taxiways B, B-3, B-4, and D (Design and Bidding), 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 proposed Construction Safety and Phasing Plan and has a meeting with Robert Norton today to discuss project logistics. The project should be advertised for bids within the next three weeks.

Judy Elder reported the Passenger Facility Charge (PFC) Application is on hold.

EXECUTIVE DIRECTOR'S REPORT: Mrs. Anderson

Connie Anderson request the Airport Authority go into Executive Session.

On a motion by Mr. Powell and a second by Dr. Bridges the Airport Authority went into Executive Session at 4:25 PM. Motion carried. Unanimously.

At 4:39 PM the Airport Authority came out of Executive Session and the regular meeting of the March 15, 2023 Airport Authority resumed. No action was taken during Executive Session.

Connie Anderson announced a hard copy of the FAA Part 139 Inspection 2022-2023 has been provided and distributed to board members present. She reported there was only 1 finding (Bird Strike) and commended the Airport Public Safety and Maintenance Department for a job well done.

OLD BUSINESS:

None

NEW BUSINESS:

None

ADJOURNMENT:

There being no further business, the Pee Dee Regional Airport Authority meeting adjourned at approximately 4:45 PM.