

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

August 16, 2023

AIRPORT CONFERENCE ROOM AND TEAMS MEETING

MEMBERS PRESENT:

Dr. Stephan Bridges (*via Teams*)
Mr. Glenn Greene
Mr. Rene Josey
Mr. Chuck McClain
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 Robert Norton.

There was no media present at the meeting.

Also present were Judy Elders with Talbert, Bright & Ellington, Robert Milhous with Milhous, CPA's; Attorney Craig Brown with the Law Office of D. Craig Brown, LLC and Anthony Baker with Precision Air.

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 Connie Anderson.

On a motion by Mr. Powell and second by Mr. Parham, the minutes of the June 21, 2023 Airport Authority meeting was approved as previously emailed. Motion carried. Unanimously by those voting (Mr. Josey abstained from voting since he was absent for the June meeting).

Robert Milhous with Milhous, CPA's presented the 2022 Audit to the Airport Authority. An electronic copy of the audit was previously emailed to the board and a hard copy of the audit was hand distributed to the board members during the meeting.

COMMITTEE REPORTS:

ADMINISTRATIVE AND FINANCE COMMITTEE REPORT: *Dr. Bridges*

Dr. Bridges read the July 2023 Flow Sheet as previously emailed. He presented the report as information only.

On a motion by Mr. Nettles and seconded by Mr. Josey the Authority accepted the report as information only. Motion carried. Unanimously.

AIR SERVICE COMMITTEE REPORT: *Mr. Nettles*

Mr. Nettles read the July 2023 Enplanement Report and Load Factor History Report as previously emailed. There was brief discussion.

PROPERTIES AND PROJECTS COMMITTEE REPORT: *Mr. Josey*

Judy Elders reported a construction meeting was held on site on Tuesday, August 15, 2023 with the contractor. The Design Team is continuing to review submittals and requests for information (RFI's). The Contractor has been hanging drywall on the box hangars, erecting steel on the east half of the box hangars, installing underground utilities to the box hangars and has completed the installation of the large stormwater pipes.

The Contractor is currently installing lightning protection at the corporate hangars as well as installing drywall at the firewall in Corporate Hangar #2. Outside the building, the contractor is grading the parking lot area and setting grades for curb and gutter.

On the Rehabilitate Taxiways B, B-3, B-4, and D (Design and Bidding), she reported grants were received and the contractor's construction contract is being prepared.

The Passenger Facility Charge (PFC) Application is still on hold.

EXECUTIVE DIRECTOR'S REPORT: *Mrs. Anderson*

Connie Anderson requested the Airport Authority to go into Executive Session.

On a motion by Mr. Parham and seconded by Mr. Peed the Airport Authority went into Executive Session at 4:33 PM. Motion carried. Unanimously.

The Airport Authority came out of Executive Session at 4:47 PM. Chairman Greene announced that no action and no vote was taken during the Executive Session.

On a motion by Mr. Josey and seconded by Mr. Peed the Airport Authority authorized Airport Staff to move forward with engaging Craig Brown as our counsel and to work on a counsel agreement with him that is consistent with the budget. Motion carried.

Connie Anderson announced the Best of the Pee Dee Business Awards event was held at the Airport on July 27th. She commented the event went smoothly and turned out very well.

Connie Anderson announced that the Airport will be doing the Tri-Annual Airport Emergency Drill on September 28th. She announced all board members are welcomed to attend and invited them to participate as volunteers in the drill.

Dr. Bridges asked that an airport events calendar be provided to the board members informing them of events involving or being held at the airport.

Finally, Mrs. Anderson announced American Airline will add a morning flight to their schedule in September.

OLD BUSINESS:

NONE

NEW BUSINESS:

NONE

ADJOURNMENT:

There being no further business, the Pee Dee Regional Airport Authority meeting adjourned at approximately 4:52 PM.