

WAYNESVILLE-ST ROBERT JOINT AIRPORT  
BOARD MEETING  
MINUTES  
September 26, 2023

**In Attendance:**

**Board:** Chairman George Lauritson, John Doyle, Anita Ivey, John Moore, Bill Taylor, Miriam Jones, Doug Spitalny\*

**Staff:** Mike Guy

**Guests:** Allen Moll, Renea Lazarini, Kristia Parker, Ryan Lorton\*, Bob Crain\*, Robert Osbourne\*, Mark Parker, Erin Younkin\*, Mayor Sean Wilson, Don Payne\*, Martha Miller\*

**Media:** Darrell Maurina\*

*\*Signifies Online Participation (Webex)*

- **Call to Order:** Chairman Lauritson called the meeting to order at 3:00 p.m.
- **Approval of Minutes:** John Moore made a motion to approve the meeting minutes from August 22, 2023. The motion was seconded by Anita Ivey. The motion passed.
- **Comments by Guests-** No Comments.
- **Budget-** The budget is tracking revenues at 46% and expenses at 34%. The misc income line is used for insurance claims in order to track those. The large number is due to the insurance claim for the Veeder-root system when it got struck by lightning. John Doyle made a motion to approve the budget. John Moore seconded the motion. Motion passed.
- **Grant Funding Update-** Vice-Chairman Doyle discussed the grant funding table provided. This helps to track funds throughout different projects and phases. Funding is specific to use. The 9M is specific to construction costs and doesn't include soft costs. The goal is to reduce the percentage that has to be matched by using other grant funding as the match.
- **Airport Operations Manager-** Mike Guy stated that August was a better month for fuel sales than he thought it would be. September has been slow. He doesn't know if it is because of how the weather has been or the price of fuel. Operations have been good. New fuel hoses have been installed.
- **Contour Airlines Update-** No update provided.
- **Bipartisan Infrastructure Law Airport Terminal Project Grant Submittal-** Application provided to the board. The application has been submitted to the FAA.
- **Burns & McDonnell Engineering Update- Terminal Design Update-** Robert Osborne stated there has been a lot of good progress on the terminal design. We are on schedule for the 35% submittal. Prelim floor design is being sent to the cities this week. Getting

feedback will help progress moving forward. Mr. Osborne appreciates everyone's participation.

- ***Airport Terminal Project- Follow-up meetings***
  - TSA- September 29, 2023 at 10:00 a.m.
  - 35% Submittal- October 25, 2023 at 1:00 p.m.
  
- ***SOP Marketing Report-*** Erin Younkin stated she received the updated flight schedule from Contour and shared that information on social media. Erin would like to have videos or pictures from the airport. These would be great for reels and stories to reach others on Facebook and Instagram.

With no further business, Chairman Lauritson adjourned the meeting at 3:18 p.m. Next meeting: Tuesday, October 24, 2023, at 3 p.m. at Waynesville City Hall.