

WAYNESVILLE-ST ROBERT JOINT AIRPORT  
BOARD MEETING  
MINUTES  
June 27, 2023  
3:00pm

**Attendance:**

**Board:** Chairman George Lauritson, Anita Ivey, Doug Spitalny, John Moore

**Staff:** Miriam Jones

**Guests:** Allen Moll, Major Hedgepath, Renea Lazzarini, Ryan Lorton, Bob Crain, Carola Prewett, Kristia Parker, Robert Osborne, Justin Collier, Matt Chaifetz, Mayor Sean Wilson, Kevin Downey, Edgar Arnall, Major Erin Fritzler

1. **Call to Order:** Chairman Lauritson called the meeting to order at 3:00 p.m.
2. **Approval of Minutes:** Doug Spitalny made a motion to approve the meeting minutes from May 23, 2023. Motion was seconded by Anita Ivey. The motion passed.
3. **Comments by Guests-** Major Fritzler, Director of DES on FLW stated that she wanted everyone to be aware that on Sunday there was another failure to respond to the TSA screening checkpoint by the MP's. The alarm was activated and received however the desk Sgt failed to dispatch an MP officer to the Airport.
4. **Reports by Staff**
  - a. **Administration:**
    - i. **Budget-** The budget was provided to the Board. Budget is tracking revenues at 32% and expenses at 30%.
  - b. **Airport Operations Manager-** Fuel sales spreadsheet provided to the Board. No other update provided. Airport Operations Manager unable to attend due to fueling plane at airport.
5. **New Business:**
  - i. **Contour Airlines Update-** There was an email provided from a concerned passenger about travel times when planning a trip from TBN to Fayetteville, NC. Matt Chaifetz stated that airtservice to one hub unlikely it can get you anywhere on single connection service. Chairman Lauritson stated that just wanted Contour to be aware but understand that everyone's destination is different.
  - ii. **Sponsors- Independent Fee Estimate-** Independent Fee Estimate provided for the terminal building design. Total fee \$1,198,834.27. 100,000-dollar difference from Burns & McDonnell fee due to the difference in cost for the GeoTech analysis.
  - iii. **Burns & McDonnell Engineering Update**
    - a. **Terminal Building Design Fee-** Total fee \$1,299,110. Ryan Lorton stated after fee is negotiated, grant will be submitted to FAA. State general revenue funds can be used as match which would be no cost to cities out of pocket.
    - b. **Airport Terminal Project-** Follow up meeting to be held July 13, 2023, at 1:00 p.m. at Waynesville City Hall.
  - iv. **SOP Marketing Report-** At the beginning of June, Explore FLW, began their Summer Bucket List Photo Contest on Facebook and Instagram. We have been sharing that content and engaging with the contest. It seemed to have an impact on our Facebook and Instagram numbers this past month. Hopefully, this will help us reach more people and get them to engage with our content.

There was a need for a closed session. John Moore made a motion to go into closed session. Anita Ivey seconded the motion. Board entered closed session at 3:19 p.m. Board returned to open session at 3:29 p.m. With no further business, Chairman Lauritson adjourned the meeting at 3:29 p.m. Next meeting: Tuesday, July 25, 2023, at 3 p.m. at Saint Robert City Hall.