

**NEW HANOVER COUNTY AIRPORT AUTHORITY
REGULAR MEETING
January 25, 2024**

CALL TO ORDER

The New Hanover County Airport Authority met on Thursday, January 25, 2024, at Wilmington International Airport, 1740 Airport Boulevard, Wilmington, North Carolina. Chairman S. Thompson called the meeting to order at 4:35 p.m. Mr. Williams led the Authority in the pledge of allegiance. Chairman S. Thompson asked Authority members if they had any conflict of interest pursuant to the Authority's Code of Ethics statement. No conflicts of interest or potential conflicts of interest were identified.

Airport Authority members present were Spruill Thompson, Chairman; Nick Rhodes, Vice Chairman; Jason Thompson, Secretary; Wanda Copley, Faison Gibson, LeAnn Pierce and Lee Williams. Kemp Burpeau, Senior Deputy County Attorney was also present. ILM staff present included Jeff Bourk, Airport Director; Granseur Dick, Deputy Airport Director; Robert Campbell, Deputy Airport Director; and Rose Davis, Executive Assistant.

Approximately 20 guests from the public attended the Authority meeting.

APPROVAL OF MINUTES

The Authority has reviewed the minutes of the regular meeting on December 6, 2023. Mr. J. Thompson MOVED, SECONDED by Mr. Rhodes to approve the minutes of the December 6, 2023, regular meeting as submitted. Upon vote, the MOTION WAS APPROVED.

APPROVAL OF CONSENT AGENDA

The Authority having reviewed the items listed on the Consent Agenda in committee and requiring no further discussion, Chairman S. Thompson requested a motion to approve the Consent Agenda as presented at the meeting.

Mr. J. Thompson MOVED, SECONDED by Ms. Gibson to approve the Consent Agenda as presented. Upon vote, the MOTION WAS APPROVED.

CONSENT AGENDA ITEMS

The Authority approved the following items on the Consent Agenda:

- a. Topsy & Irule – 45-day extension of due diligence period.
- b. Change Order to Monteith Construction Contract 3 in an amount NTE \$250,000.

PUBLIC COMMENTS – None.

FINANCE, MARKETING AND AIR SERVICE DEVELOPMENT

Mr. Campbell reviewed ILM's December 2023 financial summary.

ACTION ITEMS

Staff recommended the approval of the following:

- a. Approval of Package 3 Design (Phase 2) with RS&H for an amount NTE \$2.3M.
- b. Approval of Package 3 Design (Garage Bridging Documents) with RS&H for an amount NTE \$1,376,600
- c. Approval of purchase of Index C Fire Truck in an amount NTE \$1,350,000.
- d. Approval to reallocate an amount NTE \$75,000 from wages and benefits to contracted services for contract IT position.
- e. Approval to cancel February Authority Meeting.

Mr. J. Thompson MOVED, SECONDED by Mr. Williams to approve the above action items as presented. Upon vote, the MOTION WAS APPROVED.

LONGEVITY AWARDS AND SPECIAL ACCOLADES

Mr. Bourk and Mr. Campbell recognized ILM employees for Certifications received in 2023:

Janice Davis, Badging Specialist – Airport Certified Employee (ACE) & Trusted Agent
Matt Johnson, Shift Supervisor – Airport Certified Employee (ACE)
Emily Garner, Shift Supervisor – Airport Certified Employee (ACE)
Jackie Mungo, Comptroller – Airport Certified Employee Finance
Stephanie Lawson, Accountant – Airport Certified Employee Finance
Scotson Jenkins, ARFF – Master Fireman
Granseur Dick, Deputy Director of Facilities– Accredited Airport Executive

Mr. Bourk and Mr. Campbell recognized ILM employees for their length of service at ILM:

Cynthia Mitchell, Maintenance Tech II – 33 years
Jean Lawler, Advertising Representative – 15 years
Keaghon Stark, Facilities Manager – 10 years
Leo Garner, Electrician - 5 years
Scotson Jenkins, ARFF – 5 years
Chelsea Taylor, Dispatcher – 5 years

UNFINISHED BUSINESS - None.

NEW BUSINESS – None.

ADJOURNMENT

Mr. Williams MOVED, SECONDED by Mr. Rhodes to adjourn the meeting. Upon vote the MOTION WAS APPROVED. There being no further business to come before the Board, Chairman S. Thompson adjourned the meeting at 4:49 pm.

Prepared by:
Rose M. Davis

Respectfully Submitted:

Jason Thompson, Secretary
Date of Approval: March 6, 2024