



**ROCKY MOUNT – WILSON REGIONAL AIRPORT AUTHORITY
MEETING MINUTES**

TUESDAY, NOVEMBER 18, 2025

BOARD MEMBERS PRESENT

MR. GARRY HODGES, CHAIRMAN
MR. JOHNSON BISSETTE
MR. DAN HERRING
MR. JAMES JOHNSON
MR. CHARLES MULLEN
MR. CARL WARREN

BOARD MEMBERS ABSENT

MR. MICHAEL WETHERINGTON

EX OFFICIO & STAFF PRESENT

MR. JOSH PUSSEY, AIRPORT DIRECTOR
MR. DAKOTA SUGGS, AIRPORT MANAGER
MS. JESSICA DEEVER
MS. SYLAR PONE
MS. CARRIE VOIGT

GUESTS

MR. JASON KENNEDY, ARDURRA
MR. GREG KERSHAW, ARDURRA



CALL TO ORDER

The November 2025 meeting of the Rocky Mount - Wilson Regional Airport was called to order by Chairman Garry Hodges at 12:00 p.m. Chairman Hodges recognized Jessica Deaver for arranging the Thanksgiving luncheon and extended the thanks of the entire board for her efforts.

INTRODUCTIONS

Chairman Hodges welcomed Mr. Jason Kennedy and Mr. Greg Kershaw representing Ardurra.

READING AND APPROVAL OF MINUTES

The minutes from the October board meeting were distributed prior to the meeting and read by the board members. Chairman Hodges called for any questions and corrections, there were none. A motion was made to approve the October 2025 minutes by Mr. Charles Mullen and seconded by Mr. Johnson Bisette. All board members in attendance unanimously approved the October 2025 Board Meeting Minutes.

TREASURER'S REPORT - Mr. Carl Warren

A brief discussion was held regarding several categories currently exceeding budgeted amounts. Josh noted that some expense codes had been streamlined, which may account for part of the variance. Garry emphasized that the overall financial position remains strong and reflects a significant improvement compared to previous years.

A motion was made to approve the October 2025 financials by Mr. Dan Herring and seconded by Mr. Charles Mullen. All board members in attendance unanimously approved the October 2025 Financial Report.

DIRECTORS REPORT - Mr. Josh Pusser

A new FAA inspector visited the airport last week and the follow up inspection was successful. He will be assigned to our airport for the next three years. To support our ongoing compliance efforts, we have retained consultant Jimmy Capps, who will provide periodic reviews, feedback and guidance as needed.

All discrepancies from the prior inspection have been closed. A few comments remain, but no new issues were identified. The most significant concern continues to be the condition of the runway markings, which are faded and difficult to see, especially at night. We plan to pursue SPAM funding to address this. The markings issue will not result in an airport closure, but the discrepancy will remain open until the improvements are completed.

The inspector also expressed enthusiasm about assisting us with the process of obtaining a new fire truck. We anticipate that this effort may take two to three years. He noted that we are one of the few remaining Part 139 airports in the country that operate without commercial service. While he will be more stringent with documentation requirements than our previous



inspector, he is also hands on and is eager to help our team continue to grow and develop operational knowledge. He also observed the berm issue and we will continue working with the City of Sharpsburg on next steps.

A small amount of funding remains from the Obstruction Tree Clearing Project, and we intend to use these remaining funds for additional tree removals. Jason will review the next steps.

The line staff continue to receive positive feedback from customers. There have been no complaints or major issues reported by tenants or guests.

There was a question regarding the costs associated with maintaining the Part 139 Certification and the process for regaining it if it were forfeited. Josh explained that if the airport were to relinquish the certification and later seek to restore it, a letter of intent from a commercial air carrier would be essential. The FAA would then be required to conduct an onsite inspection, and the airport would need to successfully pass that review. He also noted that even without Part 139 Certification, the airport would still be subject to a state inspection in order to remain eligible for state grant funding.

Carl suggested tabling the broader discussion about the merits of retaining Part 139 certification until more detailed information is gathered, including potential costs. He recommended that a subcommittee of board members investigate the matter and bring it back as a properly scheduled agenda item.

Garry agreed that maintaining the certification is likely beneficial unless significant costs are identified and he supported holding a future discussion once concrete pros and cons are available.

FBO / OPERATION REPORT - Mr. Dakota Suggs

October Fuel Sales - 26,686 Gallons Total: 19,172 Gallons Jet Fuel & 7,515 Gallons Avgas
18,701 Gallons Jet Full Service, 471 Gallons Jet Self Serve & 3,231 Avgas Full Service,
4,283 Gallons Avgas Self Serve

Dakota reported that fuel sales are down due to winter operations and the recent government shutdown, which caused some pilots to delay flights while air traffic control resources were strained.

He noted that a new hire who previously worked at Air Care has joined the team and is performing well and will mostly cover weekends and Friday afternoons. In response to a question about weekend coverage, Dakota stated that two staff members are assigned to provide full time weekend hours from 8:00 AM to 5:00 PM.

Dakota also expressed satisfaction with the recent visit from the FAA inspector and feels confident that the inspector will be a valuable resource for the airport moving forward. The inspector approved the decommissioning of the AFFF foam system on the fire truck.



A tabletop exercise with Nash County is scheduled for Thursday to review emergency response procedures. The group plans to meet at the firehouse.

Dakota provided an update on the light board, which has been malfunctioning for several weeks. A replacement unit arrived today. He also summarized the overall sign and lighting replacement plan, noting that several components have already been replaced and additional work is scheduled.

ENGINEER'S REPORT - JASON KENNEDY, ARDURRA

1. Corporate Hangar #8 (Construction)

Jason introduced his colleague Greg Kershaw, the project manager for the New Hangar Project. Greg reported that he and Josh met earlier this month with the selected contractor to review the project timeline and establish expectations. The current schedule targets a construction start in May, with substantial completion anticipated in early October.

Greg noted that the project is funded through multiple grants, which adds complexity to the timing. In order to ensure that all grant funds are properly disbursed prior to contract execution, the target date for having funds in hand and signing the construction contract is December 1. The contractor has been made aware of this requirement and has structured the proposed schedule accordingly.

Several schedule uncertainties remain. These include the timing of the building permit approval from Nash County and the lead time for the building materials. The contractor has included a conservative maximum lead time of 21 weeks, though it is expected to be shorter. Based on the current schedule, the contractor anticipates issuance of the Certificate of Occupancy by October 1, 2026. These variables will not be fully resolved until the construction contract is executed and the project formally proceeds. Greg expressed optimism that once additional information becomes available, the schedule can be further refined with the goal of delivering the project ahead of schedule.

In response to a question from Garry regarding whether other airports are experiencing similar challenges with the Division of Aviation, Greg confirmed that they are. He explained that the expiration of AIG funds this year has created a bottleneck, and the Division of Aviation is currently overwhelmed. He emphasized that the airport's experience is consistent with what other airports are facing.

2. Terminal Plan Update - Hangar Development Area Schematic Design

This project includes schematic design for approximately 11 acres owned by Nash County. The plan was nearing approval by the Division of Aviation; however, one comment was



received from DoA earlier this week. Jason and his team will respond by providing several layout options for the area for further review.

2. Underground Fuel Farm Closure and Above Ground Fuel Farm Improvements

A meeting with the contractor is scheduled for this afternoon to inspect the completed work and confirm that all systems are operational. This inspection is expected to be the final step for the project, allowing it to be closed out pending satisfactory completion.

4. Taxiway Safety Area Analysis and Design (Work Authorization #3)

The pilot who previously raised concerns regarding the berm returned to the airport and met with Josh. Additional photographs were taken of the aircraft in proximity to the obstruction, providing further documentation of the issue. This information will be used to support a funding request to the Division of Aviation.

NEW BUSINESS

None

OLD BUSINESS

None

ADJOURNMENT

Mr. Garry Hodges reminded the board that they will next meet in January 2026 and of the Board Holiday dinner.

A motion was made by Mr. Carl Warren for the board to go into closed session to discuss economic matters. The motion was seconded by Mr. James Johnson and was unanimously approved. The board moved to closed session at 12:44 p.m.

The board adjourned at 12:58 p.m., there being no further business to come before the board, the meeting of the Rocky Mount - Wilson Regional Airport Authority was adjourned.

Respectfully Submitted:

Dan Herring, Secretary