

# AIRPORT COMMISSION MINUTES

September 9, 2025

3:00 P.M.

## Danville Regional Airport – Eastern Conference Room

The following were present for the Danville Regional Airport Commission meeting held on Tuesday, September 9, 2025.

### **Attendees:**

Sid Allgood, Chairman	Fred Shanks	Marc Ademan, Director
Doug Appleton, Vice Chairman	Hampton Wilkins	Todd Pinekenstein, Trans. Bld. Grounds Superintendent
Stephen Daniel	Travis Williams, Averett University	Lisa Bivens, Senior Admin. Assistant
Phil Hall	Alan Spencer, Deputy City Attorney	
Gene Jackson	Earl Reynolds, Deputy City Manager	
Bob Jiranek		

### **Guests:**

Dr. Cornelius Johnson, President of Danville Community College  
Marcio Couto, Instructor and Program Manager of Aviation Maintenance Technology, Danville Community College  
Melissa Mann, Dean of Career & Technical Education, Danville Community College  
Jennifer Wood, Executive Administrative Assistant to the President, Danville Community College  
William Robinson, Aviation Maintenance Technology Instructor, Danville Community College  
Grace Mamon, *Cardinal News*

Chairman Sid Allgood opened the meeting at 3:00 pm and requested a roll call.

### **Approval of Agenda**

Phil Hall made a motion to approve the agenda for the September 9, 2025, Airport Commission meeting. Doug Appleton seconded the motion; all members in attendance were in favor and the motion passed.

### **Approval of Minutes**

A motion was made by Bob Jiranek and seconded by Hampton Wilkins to approve the minutes of the August 12, 2025, Airport Commission meeting as presented. All members in attendance were in favor and the motion passed.

### **Guest Speaker**

Dr. Cornelius Johnson, President of Danville Community College, was present for the meeting and completed a presentation to the Airport Commission. Dr. Johnson thanked the members for their support with help getting the Aviation Maintenance program started. Dr. Johnson provided background information concerning the history of Danville Community College and where they are today. Dr. Johnson also provided some background information regarding his 27-year career in higher education. He indicated that Danville Community College is committed to providing quality, comprehensive higher education, workforce programs and services to promote student success and enhance business and community partnerships.

### **Guest Speaker (Continued)**

Dr. Johnson also stated that Danville Community College will be the college of choice in our region for exemplary educational services while responding to the community's workforce and economic needs and will serve as a catalyst for educational and economic growth in Danville, Pittsylvania County, and Halifax County.

Danville Community College is currently participating in a ten-year re-affirmation process by The Southern Association of Colleges and Schools Commission on Colleges. Dr. Johnson informed the Airport Commission there are 73 standards that Danville Community College must demonstrate compliance. The last step in the process is the on-site committee review which will be held September 29, 2025, through October 2, 2025.

Dr. Johnson introduced Melissa Mann, Dean of Career & Technical Education, to update the Airport Commission on the status of the Aviation Maintenance Technology Program. Dean Mann introduced Marcio Couto, Instructor and Program Manager of the Aviation Maintenance Technology program and William Robinson, newly hired full-time instructor for the Aviation Maintenance Technology program. Mr. Robinson summarized his career accomplishments and mentioned that he holds an associate's degree in computer information technology and completed multiple military aviation and leadership training programs.

Marcio Couto said that the purpose of the Aviation Maintenance Technology program is to equip students to become certified Aviation Maintenance Technicians by providing comprehensive training, essential skills, and knowledge. To date, the program has been approved by the Danville Community College Advisory Board and the Virginia College Community System State Board. The program must also receive approval from the Southern Association of Colleges and Schools Commission on Colleges. An off-campus review is expected in December 2025. After this approval is received the Federal Aviation Administration Certification review can take place. The Airport Commission was also informed that there is an Aviation Maintenance Program Advisory Board meeting planned for October 2025. Marcio Couto said they would like the members to be a part of the meeting to offer input. Invitations will be sent via email once the date is finalized.

Melissa Mann informed the Airport Commission that until their program is certified, Danville Community College instructors will work as adjunct instructors at Blue Ridge Community College. Dean Mann stated that they hope to start offering classes at their temporary location in the summer of 2026. Discussion continued.

### **Public Comment**

No public comments received.

### **New Business**

Marc Adelman informed the Airport Commission that Dr. Gwyndolyn Stone, Career and Technical Education Director for Danville Public Schools has invited the Airport Commission to tour their Aviation Sciences facility. After discussion it was decided to request a tour date that would be different from an Airport Commission meeting date and complete the tour as soon as it can be scheduled. Marc Adelman said he will reach out to Dr. Stone regarding possible dates for the tour.

**Topic: Update on Site Prep Construction Projects**

**Action:** Marc Adelman updated the Airport Commission regarding the status of the site prep construction projects.

**Disposition:** Planned work activity items discussed at last month's meeting regarding the Corporate Hangar Development site prep construction project have not been completed.

Marc Adelman updated the Airport Commission on the Corporate Hangar Site Prep Construction project located in the t-hangar area. The airport engineering firm identified that soil samples were taken to complete design modification requirements for the sedimentary pond area. He showed members planned construction activities that were identified by the general contractor that would be completed by the end of August, including the following.

- Reinstall the trench drain
- Reinstall the curb and gutter
- Reinstall aggregate base material for the new parking lot area

However, Marc Adelman indicated that none of the planned work activities were completed. He also mentioned that the Virginia Department of Aviation has approved a change order in the amount of \$17,868 for additional rebar and concrete to reinstall the underground trench drain. This work is needed due to the damage that has been done due to the trench drain being open for an extended time. Shane Weakley, Senior Construction Manager for WRA was present at the meeting and reviewed related issues impacting this project. WRA is completing inspection services for both site prep construction projects.

**Topic: Update on Aviation Training Facility Building and Hangar Projects**

**Action:** Marc Adelman updated the Airport Commission regarding the status of the projects.

**Disposition:** It is anticipated that both projects could begin in October 2025.

An update was also provided concerning the status of the Aviation Training Facility Building and Hangar Site Prep Construction project. Over the last month the contractor completed some additional grading that was required to facilitate drainage. Marc Adelman shared additional information concerning the status of the aviation training facility building and hangar construction projects including the following:

- The Federal Aviation Administration approved the grant request to finance 95% of the hangar construction cost and the grant agreement was executed by the City Manager and Deputy City Attorney.
- The construction work schedule for the hangar was received from Cirrus Construction that was needed to obtain a firm to complete special inspection services.
- Froehling and Robertson will complete special inspection services for the hangar construction project, and the project can begin once federal and local funding is appropriated and the contract is signed.

**Topic: Update on Aviation Training Facility Building and Hangar Projects  
(Continued)**

- City Council will consider the final reading to appropriate federal, state, and local funds to construct the Aviation Training Facility building and hangar on September 16, 2025.
- Contracts will be sent on September 18, 2025, to Cirrus Construction to construct the Aviation Training Building and hangar. The general contractor confirmed they would like to use the Civil Air Patrol hangar to stage materials. A hangar will be reserved for the Civil Air Patrol's use while their hangar is used by the general contractor during construction.
- Bid specifications were finalized with Averett University and Danville Community College to install data network requirements for the aviation training facility building.
- A pre-application was recently submitted and approved by Go Virginia for data network installation expenses for the Aviation Training Facility and hangars. It is estimated that the project cost will be \$60,000 and Go Virginia will finance 100% of the cost if grant funding is approved.
- For next year's budget, a cost estimate will need to be included for security improvements for the Aviation Training Facility building since the Economic Development Administration and Go Virginia will not provide funding for security improvements.

**Topic: Airport Engineering Services and Construction Management Services Contracts**

**Action:** Marc Adelman provided an update to the Airport Commission concerning the status of the contracts for on-call Engineering Services and on-call Inspection Services and Construction Administrative Services.

**Disposition:** The Federal Aviation Administration has approved the agreement with Delta Airport Consultants to complete on-call Engineering Services.

The Master Contract with Delta Airport Consultants has been approved by the Federal Aviation Administration. John Robinson of the Federal Aviation Administration's Washington Airport Districts Office requested a scope of work from Delta to complete design services for a lighting rehabilitation project for the primary runway. The design services will be completed next fiscal year. Todd Pinekenstein will be taking the lead with this project and will work with Delta to provide all requested information to the federal and state aviation agencies.

Last month WRA was selected to complete on-call inspection and construction administration services for future projects for the airport. The contract for Construction Management Services will be provided to the Federal Aviation Administration for review after final edits are made to the contract by WRA.

**Topic: Aviation Promotion Grant Discussion**

**Action:** Marc Adelman discussed the Aviation Promotion Grant and Free-Fly Day.

**Disposition:** The event is scheduled for November 1, 2025. A rain date is planned for November 8, 2025.

Marc Adelman updated the Airport Commission concerning the Airport Open House and Free Fly Day scheduled for November 1, 2025. He indicated that based on input received from Travis Williams of Averett University the best opportunity for a Rain Date would be Saturday, November 8<sup>th</sup>.

Promotional advertising for the event will most likely begin during the first week of October. The Danville Science Museum will again support the event with the StarLab exhibit. Sid Allgood said that he checked with the Virginia Department of Aviation regarding a static display and they indicated that it was too late to consider the request for this year's event. Marc Adelman suggested the possibility that Danville Public Schools participate in this year's event to improve awareness of their new aviation sciences program.

**Topic: FBO Management Update**

**Action:** Averett University staff updated members on recent FBO activities.

**Disposition:** AU Aviation Services will provide additional updates at the next meeting.

Travis Williams updated the Airport Commission concerning FBO activities. He indicated that during Virginia International Raceway's event in August that 12 fewer aircraft accessed the field than during the 2024 event. Approximately 17 aircraft arrived at the airport for the August 2025 event. The FBO sold 13,300 gallons of Jet A fuel for this year's event, which is an increase of 9,000 gallons compared to gallons sold last year.

### **Communications**

Phil Hall thanked the group from Danville Community College for their presentation. He also said that he has asked the community college and Averett University to put together a presentation to present to the Riverview Rotary Club. He indicated he hopes this will start some momentum with getting information out to the community concerning what is going on at the airport. Phil Hall mentioned that during the workshop in April there was some discussion about the Airport Commission starting to do some public relations work in the community. He also mentioned that he thinks it would be good to have Airport Commission representation at the City Council meetings.

Stephen Daniel said this is a good time to start public relations with the opportunities coming up like the partnership with Danville Public Schools.

Fred Shanks also commented on the presentation provided by Danville Community College. He said it is very exciting to see the advancements with the aviation maintenance training program over the past two years.

### **Communications (Continued)**

Sid Allgood said there were four members of the Airport Commission in Roanoke last month for the Virginia Aviation Conference. He said it is a great opportunity to gain more knowledge regarding aviation. He encouraged other members to attend in the future if they have the opportunity. Sid Allgood mentioned he asked Phil Hall and Doug Appleton to serve on a committee to develop some ideas for the Airport Commission for the future. He informed the Airport Commission that if a member is asked to serve on a committee, please note that this is just the development stage, not a final presentation. He added that it would be greatly appreciated if that was acknowledged and that the information is considered not for public knowledge or discussion.

### **Adjournment**

The Airport Commission meeting adjourned at 4:21 pm.