

AIRPORT COMMISSION MINUTES

October 14, 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, October 14, 2025.

Attendees:

Sid Allgood, Chairman	Fred Shanks	Todd Pinekenstein, Trans. Bld.
Stephen Daniel	Travis Williams, Averett University	Grounds Superintendent
Phil Hall	Ryan Dodson, Asst. City Attorney	Lisa Bivens, Senior Admin.
Gene Jackson	Marc Adelman, Director	Assistant
Bob Jiranek		

Guests:

Marcio Couto, Instructor and Program Manager of Aviation Maintenance Technology, Danville Community College
Dr. Thomas Powell, President of Averett University
Joey Shell, Delta Airport Consultants
Evan McCray, Aircraft Maintenance Lab Technician, Danville Community College

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

Approval of Agenda

Fred Shanks made a motion to approve the agenda for the October 14, 2025, Airport Commission meeting. Bob Jiranek seconded the motion; all members in attendance were in favor and the motion passed.

Approval of Minutes

A motion was made by Fred Shanks and seconded by Stephen Daniel to approve the minutes of the September 9, 2025, Airport Commission meeting as presented. All members in attendance were in favor and the motion passed.

Guest Speaker

Dr. Thomas Powell, President of Averett University, was present for the meeting and spoke to the Airport Commission. Dr. Powell discussed some of the challenges facing Averett University presently. He said that the university is a historic institution, and this year is their 168th year in operation.

Dr. Powell explained that Averett is suffering from previous bad business decisions and like many other small colleges are also facing declining enrollment. Due to these issues the endowment was used to pay expenses, which was reduced from \$28,000,000 to \$6,000,000. He added that Averett University is also suffering from deferred maintenance on almost all its properties, which will take a significant amount of money to fix. However, Dr. Powell said there is a plan to correct these issues.

Guest Speaker (Continued)

Dr. Powell said in the future Averett University will focus around nine majors down from thirty-two majors, which is not affordable. He mentioned that aviation and nursing are at the top of the list. In addition, other health related majors such as respiratory therapy and sports medicine will be included. Education, biology, business, human services, and criminal justice round out the nine majors. Dr. Powell said they will also focus on liberal arts and continue the athletic programs, but scholarships will be scaled down.

Dr. Powell stated that the sale of the North Campus to investors with the ability to lease the property back will help provide the cash necessary to get caught up financially and allow the university to live within their means. He also mentioned that the equestrian center is up for sale. Dr. Powell was asked about continuing the nursing practitioner degree and he commented that Averett University is working with SOVAH to develop a plan to continue the nursing program using one of SOVAH's facilities. He also mentioned that merging with another institution is an option they are exploring. All opportunities are being explored but he is sure no decision will be made without a lot of input from the City of Danville and the surrounding counties. Discussion continued.

Public Comment

Marcio Couto said he really enjoyed the presentation by Dr. Powell. He also introduced a newly hired lab technician for the Aircraft Maintenance Program, Evan McCray.

New Business

Topic: Update on Site Prep Construction Projects

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

Disposition: Blair Construction indicated there is a possibility they could finish the corporate hangar site prep construction project by the end of the calendar year. The aviation training facility site prep construction project is finished.

Marc Adelman updated the Airport Commission on the Corporate Hangar Site Prep Construction project located in the t-hangar area. In September it was reported that the airport engineering firm requested to obtain soil samples to complete design modification requirements for the detention basin. Earlier today the engineering firm provided a design strategy that will be submitted to Public Works Engineering after drawings are revised. In summary, the firm is proposing to raise the bottom of the basin by 4.8" and adjust the opening in the outlet structure up by 8.4".

Below is the updated Construction Work Schedule provided by Blair Construction on October 8, 2025. Blair Construction indicated that there is a possibility they could finish the entire project by the end of the calendar year.

- | | |
|--|-------------------|
| ➤ Form trench drain | October 21, 2025 |
| ➤ Pour concrete trench drain | October 28, 2025 |
| ➤ Install base course of parking lot | November 14, 2025 |
| ➤ Install bituminous intermediate course for parking lot | November 21, 2025 |
| ➤ Install bituminous surface course for parking lot | December 2, 2025 |

➤ **Topic: Update on Site Prep Construction Projects (*Continued*)**

Planned Construction Work Schedule for the Corporate Hangar Site Prep Construction project:

- | | |
|---------------------------------|-------------------|
| ➤ Final grade | December 19, 2025 |
| ➤ Install seeding and mulch | December 26, 2025 |
| ➤ Install revised sediment trap | December 31, 2025 |

Marc Adelman informed the Airport Commission that certain planned activities identified in the construction work schedule associated with pavement requirements must be completed or the project could be pushed back until the spring since the asphalt plant will shut down by mid-December. He added that since May 2025, the general contractor has worked a total of 25 days out of 99 possible workdays (25%) when weather conditions supported work activity. From September 9, 2025, through October 14, 2025, the general contractor worked a total of 4 days. Discussion continued.

An update was also provided concerning the status of the Aviation Training Facility Building and Hangar Site Prep Construction project. Over the last month final grading and seeding was not completed by the general contractor. However, the general contractor was informed this work is not required since construction of the building and hangar is expected to begin this fall.

Topic: Update on Aviation Training Facility Building and Hangar Projects

Action: Marc Adelman updated the Airport Commission regarding the status of the Aviation Training Facility building and Hangar construction projects.

Disposition: It is anticipated that construction activities for the 80' x 80' hangar and the Aviation Training Facility building will begin in December 2025.

Marc Adelman shared additional information concerning the status of the aviation training facility building and hangar construction projects as identified below.

- Building permits were submitted by Cirrus Construction to the city's Inspection Office for the aviation training facility building and hangar on September 26th.
- Once the permits and submittals are approved it is anticipated construction of the building and hangar will begin in December 2025.
- The hangar contract has been executed by the city. It is anticipated that the city will execute the contract for the aviation training facility building this week.
- The Go Virginia District 3 Council will consider a grant request on October 15th for data network installation requirements for the hangar and building.
- An Invitation to Bid will be issued by the Purchasing Office in October to complete special inspections services to support building construction.

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 Airport Engineering Services and on-call Inspection and Construction Administration Services.

Disposition: The Federal Aviation Administration has approved the Master Agreements for on-call airport engineering and construction administration services.

The Federal Aviation Administration (FAA) has approved Master Agreements for on-call engineering services with Delta Airport Consultants, Danville's new airport engineering firm and with WRA, who were selected to complete on-call inspection and construction administration services for future projects for the airport. A Zoom meeting was held with the FAA and Delta Airport Consultants recently concerning a scope of work for design services to improve lighting for the airport's primary runway. During the meeting it was suggested that lighting improvements are needed for both the primary runway and Taxiway A.

Topic: Scope of work for airport lighting improvements

Action: Joey Shell with Delta Airport Consultants and Todd Pinekenstein discussed planned lighting improvements for Runway 02/20 and Taxiway A with the Airport Commission.

Disposition: Additional input is needed from the Federal Aviation Administration regarding funding opportunities to complete design services for the planned lighting improvements.

Joey Shell with Delta Airport Consultants and Todd Pinekenstein discussed possible airport lighting improvements with the Airport Commission. Todd Pinekenstein said originally planned improvements were discussed a few years ago to replace the lighting along Runway 2/20 with LED lights. However, over the last few years reliability issues have occurred with Taxiway A's lights due to transformer and wiring issues. Todd Pinekenstein added that he believes Taxiway A's lights need to be the priority for completing upgrades.

Tood Pinekenstein identified that Runway 2/20 has the newest regulators and presently they are not problematic. During a recent Zoom meeting with the FAA, it was discussed whether design services for lighting improvements could be completed concurrently for both the primary runway and Taxiway A. However, the FAA representative could not confirm whether federal funding would be available. Joey Shell of Delta Airport Consultants mentioned that the Taxiway A lighting system should be the number one priority. He also indicated that by using existing cans and conduit the cost for the project could be reduced during the construction phase. If approved, the FAA would provide funding so design services could be completed simultaneously for Taxiway A and Runway 02/20, and construction work would be completed the following year. However, like the south ramp rehabilitation project, construction work for lighting improvements may need to be phased over a two-year period dependent upon available federal funding.

Topic: Ramp Access Fees

Action: Marc Adelman reviewed information regarding the possibility of implementing ramp access fees when outside aircraft maintenance work is completed.

Disposition: After the discussion, Sid Allgood suggested this item be tabled until a later date. He also asked Airport Commission members to do some independent research regarding this issue if possible.

Marc Adelman said that Sid Allgood suggested that an agenda item be included to discuss the possibility of implementing a ramp access fee regarding contractors coming on the airfield to perform scheduled and unscheduled aircraft maintenance. Marc Adelman said that the Airport Rental Agreement and Minimum Operating Standards would need to be modified to address fee requirements. He also said that he reached out to the Martinsville Airport Manager to learn whether they maintain a fee arrangement for outside maintenance activities and it was reported that their lease agreements include a provision that does not allow anyone to come on the field to complete outside maintenance unless they are a charter operator. The Virginia Highlands Airport manager indicated that they require a \$50 permit fee that allows for outside maintenance to be completed on the field through a specialized operations agreement.

Danville Regional's hangar rental agreement states that Tenants shall abide by and comply with all present and future applicable rules and regulations of the Federal Aviation Administration, City, and all reasonable directives of the City Manager. Marc Adelman recommended if there is interest in establishing a fee for outside maintenance that possible revisions be completed to the Airport's Minimum Operating Standards and rental agreement that would require City Council approval. Discussion continued. After discussion, Sid Allgood suggested this item be tabled until a later date. He also asked the Airport Commission members to do some independent research regarding this issue if possible.

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, if needed.

Marc Adelman updated the Airport Commission concerning the Airport Open House and Free Fly Day that is scheduled for November 1, 2025. He indicated that radio and newspaper advertising has been placed. Also, a press release was issued about the event and flyers were distributed to multiple school systems in the area. Danville Public Schools has confirmed their Aviation Sciences instructor will be present for the event.

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 there is not much to report since racing season is almost over for the year. Travis Williams stated there is one more small Virginia International Raceway event on November 8th, which may bring in one aircraft. He indicated that a military flyover is scheduled for that event at the Virginia International Raceway. Marc Adelman stated a press release can be issued regarding the flyover and Todd Pinekenstin will be issuing a NOTAM prior to the event to make pilots aware of the flyover. Travis Williams added that fuel prices have been consistent since February 2025.

Communications

Sid Allgood asked if the Airport Commission enjoyed the speaking engagements that occurred during the last two meetings. It was the consensus that everyone liked the speakers. He also mentioned the tour that was completed at Danville Public Schools Aviation Sciences Programs and said that it was very impressive what they have set up. He also stated that he appreciates the partnership with the school system.

Bob Jiranek mentioned the exciting things that are happening at the airport. He read an email to the Airport Commission that he sent to Marc Adelman. He thanked airport management and staff for their work and indicated the need for the surrounding counties to be included. He also mentioned working with the Chamber of Commerce to evaluate the need and someday see the reality of renewed commercial air service and a longer runway. Marc Adelman informed Bob Jiranek that the Chamber of Commerce president will be in attendance for the December meeting and related issues could be discussed at that time.

Stephen Daniel said he heard that both Danville Community College and Danville Public Schools would like to obtain a non-airworthy aircraft for display purposes and stated that if anyone has any contacts or ideas to help them with obtaining one, I am sure it would be appreciated.

Sid Allgood reminded the Airport Commission that the November meeting will be on Wednesday, November 12, 2025, due to the Veterans Day holiday on Tuesday, November 11th.

Adjournment

The Airport Commission meeting adjourned at 4:40 pm.