

EASTERN WV REGIONAL AIRPORT AUTHORITY

MEETING MINUTES FOR MARCH 3, 2010

Members Present: Rick Wachtel, Hunter Wilson, Rodney Woods, Col. Jim Reuss and Steve Cox.

Member Absent: Bob Burkhart

Also present: Bill Walkup, Joyce McDonald, Tom McKenzie, Calvin Kief, Russ Voelker, Dan Dulyea, Mike Folk, Rich Talbott, Rick Alderton, Jenni Vincent, George Smith, Larry Ott, Kathy Jewell and Rodney Neely.

Rick Wachtel brought the meeting to order at 8:00 am in the conference room on the second floor of the terminal building. Rick noted that there was no meeting in February 2010.

The members were sent the meeting minutes of January 6, 2010 prior to this meeting. Col Reuss made a motion to approve as written and submitted the meeting minutes for January 6, 2010 with Steve Cox giving a second. All were in favor. The motion was carried.

Joyce McDonald gave the operating fund of \$ 39,585.63.

1<sup>ST</sup> ITEM ON THE AGENDA: PETITONS FROM CITIZENS

Dan Dulyea made some comments and requested the budget reports for 2008 and 2009.

Mike Folk made some comments on MOS changes.

2<sup>ND</sup> ITEM ON THE AGENDA: AIRPORT IMPROVEMENT PROJECT UPDATES

a. (5) Year Capital Improvement Program (ACIP)

Bill Walkup stated that every year the Airport Authority needs to update its ACIP and send it to the FAA. This year and the other four years the amount of \$ 150,000.00 was added for acquisition of property. Also for 2010 project is the Noise Study. The projects for 2011 and 2012 are Construct Taxiway. The projects for 2013 and 2014 are Noise Mitigation Measures. Steve Cox made a motion to approve the updated ACIP for the years 2010 to 2014 and send it to the FAA with Col. Reuss giving a second. All were in favor. The motion was carried.

b. MOS and Rules and Regulations Approval

Bill walkup explained that on January 14<sup>th</sup> the MOS sub- committee met to go over the comments from local aviators and interested parties concerning the Minimum Operating Standards and the Rules and Regulations for the Airport. Rodney Woods sat in this meeting for Mr. Bob Burkhart. Bill stated that approximately 22 changes were made at this meeting. After the meeting, an amendment was added under the fuel definitions that were inserted in the MOS and not in the Rules and Regulations. Hunter Wilson at this time made a motion to amend the MOS under Section 316 paragraph A to strike the last sentence which reads 'The Airport Authority has the option to purchase their contiguous property at fair market value. He also added to the motion that with this amendment to approve the Minimum Standards and the

Rules and Regulations for the EWVRA to be effective April 1, 2010. Col Jim Reuss seconded the motion. Steve Cox abstained from voting. All the rest were in favor. The motion was carried. Rick commended the sub-committee for all of their hours of hard work in getting these two documents to a final draft and also commended the general aviation public for all of their input, comments and work to help finalize these documents. Many changes were incorporated into these documents that the public had. He also wanted to make clear that these documents could be amended at any time if someone had reasonable cause to change this document. He also stated that 2 to 2 ½ year ago the Airport Authority was criticized harshly for having antiquated Minimums. The Airport Authority heard this and got the grant approvals to update these documents. Now we have modern and current revised documents.

c. Noise Study Contract/application Approval

Bill stated that the FAA recommended that the Airport Authority do a Part 150 Noise Study. A request for proposals went out and two firms/consultants submitted proposals. The selection committee chose The LPA Group. They submitted a contract for \$ 192,426.00 for a 180 day schedule to complete the work. The FAA has reviewed this document and found it to be acceptable and the attorney will have it next week to review. The Airport Authority needs to submit a grant application to the FAA for funding. They will fund 95% and the WV State Aeronautics Commission will fund 5% of this project. Rodney Woods made a motion to accept this Contract from The LPA Group for the amount of \$ 192,426.00 and also approved the Airport Manager and/or the Chairman to execute the FAA Grant application and to accept the Grant offer from the FAA in the next few weeks pending attorney approval. Steve Cox seconded the motion. All were in favor. The motion was carried.

3<sup>RD</sup> ITEM ON THE AGENDA: 2<sup>ND</sup> QUARTER FISCAL YEAR BUDGET REPORT

The members were sent the budget report prior to this meeting for their review.

This Budget report was for the 2<sup>nd</sup> Fiscal Year quarter which covers the period of October, November and December 2009. The beginning balance was \$ 58,457.43. The total income for this quarter was \$ 97,743.98 and the total expenses were \$ 95,990.32. Joyce McDonald noted that \$ 30,000.00 of income and expenses were for parking lot paving. The ending balance as of December 31, 2009 was \$ 60,211.09. Col. Reuss made a motion to accept the 2<sup>nd</sup> Quarter Fiscal Year budget report as submitted and to send to the local government entities. Rodney Woods seconded the motion. All were in favor. The motion was carried.

Rick asked if the budgets were put on the web site. Joyce stated that they have not been but could be added on the web site. The Authority agreed to put the budgets on the web site.

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OTHER BUSINESS:

Rick commended Bill Walkup and Tom McKenzie along with the Air National Guard on the great job they did on removing the snow during the February snow. He stated that they worked many long hours on snow removal and got the job done.

Bill Walkup stated that he met with the Berkeley County Commission concerning the budget request. He did mention that the Airport Authority reduced its request by \$ 5,000.00 from last year and the County Commission seemed satisfied with that.

He also reported on the Air National Guard's 'Thunder over the Blue Ridge' Air Show that will be the Labor Day weekend in September. The Thunder Birds will perform. Bill has been chosen to sit on the Air Show Committee on behalf of the Airport Authority and will report to the Authority every month. He did state that any proceeds will to the United Way.

Bill also mentioned that the Public Address System has been delivered. He and Tom will set up the system. Mr. Shoppert from the Guitar Room said that he would come and check the system set up.

Joyce McDonald stated that she had copies available of the June 2009 Audit Report.

Rick stated that the next meeting will be on April 7, 2010.

Steve Cox made a motion to go into executive session for legal and real estate matters. Hunter Wilson gave a second. All were in favor. The motion was carried.

Executive Session began at 8:40 a.m.

At 9:15 am Rodney Woods made a motion to come out of executive session and back into regular session with Steve Cox giving a second. All were in favor. The motion was carried. No action was taken in Executive Session and no other business needed to be discussed.

Hunter Wilson made a motion to adjourn the meeting with Steve Cox giving a second. All were in favor. The motion was carried.

The meeting was adjourned.