

## EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES

FOR TUESDAY – JANUARY 7, 2014

Members Present: Rick Wachtel, George Cornwell, Hunter Wilson, Richard Talbott, Maria Lorensen and Dennis Barron

Members Absent: Steve Cox

Also Present: Bill Walkup, Tom McKenzie, Joyce McDonald, George Smith, Hank Willard, Elaine Mauck, John McVey, Major Poland, and Kin Sayre.

Rick Wachtel, Chairman, brought the meeting to order at 8:00 a.m. in the Howard/Burkhart Terminal Conference Room.

### **1<sup>st</sup> Item on the Agenda: Meeting Minutes Approval**

The meeting minutes for December were sent to the members prior to this meeting for their review. Maria Lorensen made a motion to approve as written and submitted the Airport Authority minutes for December 3, 2013 with George Cornwell giving a second. All were in favor. The motion was carried.

### **2<sup>nd</sup> Item on the Agenda: General Bank Account Update**

Joyce McDonald gave the general bank account balance of \$ 16,542.55.

### **3<sup>rd</sup> Item on the Agenda: Petitions from Citizens**

There were no Petitions from Citizens.

### **4<sup>th</sup> Item on the Agenda: Airport Improvement Project Update**

Bill Walkup reported that the FAA has unofficially scheduled the Martinsburg Airport for an \$800,000.00 project for Taxiways, ramp and portions of the former north/south runway for rehabilitation. This is to mill ½ or more then to asphalt these portions to repair cracks and general wear and tear on these surfaces. He also explained that the State Aeronautics Commission will do the 10% match as they have done for recent projects. The engineering firm Chapman Technical Group has evaluated these surfaces and gave the recommendation to the FAA on the repairs that need to be done on the airport. Hunter Wilson made a motion to approve and go ahead with this project with George Cornwell giving the motion a second. Four were in favor. Richard Talbott voted no. The motion carried with majority vote. Bill Walkup recommended putting the Through the Fence land acquisitions on hold for now since the surfaces on the airport are in desperate need of repair.

### **5<sup>th</sup> Item on the Agenda: Budget Request for the City and County**

Joyce McDonald explained that it is now time to make requests for funding to the City of Martinsburg and the Berkeley County Council and wanted some guidance from the Authority pertaining to the funding the Airport Authority wanted to request. The Airport Authority would request the \$ 5,000.00 per member from each entity. It was recommended to request 1/7 from each entity including Jefferson County for the deficit from the Air National Guard Joint Use. Dennis Barron made a motion to request only the 1/7 from each entity along with the membership allocation from all three entities with Hunter Wilson giving a second. Dennis Barron, Maria Lorensen and Hunter Wilson voted yes and George Cornwell and Richard Talbott voted no. The motion was carried by majority.

### **6<sup>th</sup> Item on the Agenda: Ethics Commission Ruling**

The Ethics Commission gave the Airport Authority an opinion on Open Meetings but did not rule on the amendment that the Airport Authority had requested. This will be put on the February agenda.

**7<sup>TH</sup> Item on the Agenda: Airport Attorney Discussion**

Before discussion began, Maria Lorensen recused herself from this discussion with a perceived conflict of interest in question. Rick Wachtel had in hand a 1999 letter of Retention with Bowles, Rice, McDavid, Graff & Love. The attorney chosen to represent the Airport Authority at that time was Mike Keller and he has represented the Airport Authority from that time until his recent retirement from the Martinsburg office. The continuation is still in affect with Bowles, Rice with a new attorney from that office who is Kin Sayre. Richard Talbott questioned whether this is the correct procedure or whether this service should be put out for bid. Rick Wachtel stated that we are not changing firms, just attorneys. Rick stated that this firm has all of the airport history. We only use an attorney on an "as needed basis". Richard Talbott would like to eliminate the public perception of the "good ole boy system" and to have a more aviation experience. Rick Wachtel stated that Bowles, Rice does have a pilot with aviation experience in the Charleston office.

Richard Talbott made a motion to put this service out for bid for other law firms and/or attorneys to bid. There was no second to his motion. Motion dies for lack of second.

Kin Sayre explained Bowles Rice is on an "as needed" basis and the Authority is charged for the hours worked on that as needed basis. The firm does not charge for an attorney to be at the meetings. The firm also has experienced lawyers in several aspects of the law, so the Authority gains that experience with any situation that may occur

**8<sup>th</sup> Item on the Agenda: Berkeley County Airport Appointment**

Rick Wachtel stated that the Berkeley County Council already appointed Dennis Barron to the Airport Authority at its last meeting. Rick welcomed Dennis Barron as a new member of the Airport Authority. Dennis Barron gave a brief report on his aviation background on his past and present airport related activities. He has been a long time friend to the Martinsburg Airport.

Rick Wachtel stated that the Berkeley County Council sent Col. Jim Reuss a letter of thanks for his time served on the Airport Authority and he will also send a letter of thanks to Col. Jim Reuss.

**OTHER BUSINESS**

Rick Wachtel stated that the West Virginia Aeronautics Commission is scheduled to meet in Charleston on January 21, 2014. He plans to attend this meeting.

Bill Walkup also reported that he received a call from the Berkeley County Fire Board and through their legal attorney, they deemed the Airport Authority exempt from their billing and would make sure that the Airport Authority would be taken out of their billing system. The Airport Authority should be getting a letter stating this legal opinion.

Rick stated that Bill and Tom have spent a lot of time working on the Tiger Building to ready it for the winter and for future tenants.

Richard Talbott made a statement about reviewing the leases of the airport on a more regular basis.

**OTHER BUSINESS continued**

Joyce McDonald also stated that she sent Action Aviation their invoice on the land lease to the San Diego address.

Richard Talbott stated that he would like to see the flag flown at the airport on a regular basis...

Rick stated that the next meeting would be on February 4, 2014.

Hunter Wilson made a motion to adjourn the meeting with George Cornwell seconding the motion. All were in favor. The motion was carried.

The meeting was adjourned at 8:45 am...