

**EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES
FOR TUESDAY – JANUARY 3RD, 2017**

Members Present: Rick Wachtel, Dennis Barron, Ken Collinson, Daryl Bryarly, Tana Burkhart, Dan Dulyea, P.J. Orsini, Jim Klein, and Steve Cox.

Members Absent: Maria Lorensen, Jason Barrett, Betty Gunnoe, and Dan Zappe

Also Present: Kin Sayre from Bowles Rice, Lt Col. Peter Gross and SMSgt Chanda Keesecker from the WV ANG, AeroSmith staff- Kathy Brosius, Rich Talbott, Jeff Grove & spouse, and Kathy Jewell from Katara's Deli

Everyone stood for the Pledge of Allegiance.

Petitions from Citizens – no petitions at this time

1st Item on the Agenda: Approval of February 2017 Meeting Minutes

The members were sent the February 7th, 2017, EWVRAA board meeting minutes prior to this meeting via email for their review. Rick Wachtel asked if there were any additions or corrections as presented. Dennis Barron moved to accept the February 7th, 2017 meeting minutes, with P.J. Orsini giving a second. All were in favor. The motion was carried.

2nd Item on the Agenda: Approval of January 2017 Budget Report

The members were sent via email, the January 2017 Budget Report for their review prior to this meeting. Steve Cox made a motion to approve the January 2017 Budget Report, with Tana Burkhart seconding the motion. Mr. Wachtel opened the floor for discussion.

Dennis Barron and Dan Dulyea expressed their concerns for the amount requested during the presentation for FY 17-18 funding from Berkeley County. They both felt the Authority was not prepared and missed their opportunity for a possibility of more than just existing in the community, but trying to build. Dan repeated the concern of what the future plan for the airport actually is. He again addressed the need for a structured plan. Members discussed that there should've been better organization with the Budget/Finance Committee beforehand. It was suggested that that committee meet monthly to become more aware and structured with future budgeting and funding requests. Rick Wachtel shared with the members that the 2 WV AIP Grants, for \$15,000 each, had been received for the replacement of the hangar roof repair. Deana Bittorie explained the re-classification of the accounts for the payroll taxes and employer benefit contributions on the budget report. She also offered to reach out and organize the Finance/Budget Committee meetings if that would help pull the members together. It was explained that the Treasurer is responsible for this organization and leadership of these committee meetings. All were in favor. The motion was carried.

3rd Item on the Agenda: WVANG proposal for expanded runway landing zone box painting with in-pavement lighting – discussion and action as needed

Rick Wachtel welcomed visitors from the WVANG to present and discuss the proposal for expanded runway landing zone box painting with in-pavement lighting. Lt Col Pete Gross introduced himself and described his title and role with the WVANG. He explained the process and need for the additional lighting per the proposal, as well as the affects it would have in civilian traffic. He then introduced SMSgt Chanda Keesecker to explain their proposal in more detail and answer any questions from the members. During questioning she expressed that the time frame will depend on the time it takes to receive approval from the FAA and of course funding for this project. She stated that it could take a year, or could take up to 5 years. SMSgt Keesecker and Lt Col Gross continued to answer the questions from the members.

Mr. Wachtel asked if there was a motion to approve the request from the 167th ANG as stated. Dennis Barron moved to accept with Steve Cox seconding the motion. All were in favor. The motion was carried.

4th Item on the Agenda: Katara's Restaurant Lease Proposal – discussion and action as needed

Kathy Jewell from Katara's Deli introduced the proposal for the lease of the airport terminal restaurant space. A copy of the proposal was included in the board meeting packet for review. Kathy explained each item as proposed and her goals for not only her business, but for the future of the airport. Kathy continued by answering questions from the members.

Mr. Wachtel suggested that this matter be tabled for one month due to receipt of an additional proposal from a previous presentation that was not included in the current months agenda. Mr. Wachtel did distribute that proposal for review of the authority members.

5th Item on the Agenda: Modifications to Fuel Flowage Fee – discussion and action as needed

Rick Wachtel stated that other members have expressed interested in possibly moving meeting times to 5pm and asked if anyone was interested in doing so. No response from members. No changes to meeting times were made.

6th Item on the Agenda: Professional Services Agreement for analysis of airport leases, rates, and charges (Delta Airport Consultants) – discussion and action as needed

7th Item on the Agenda: Discussion regarding airport spaces open to general public/airport viewing and photography policy – discussion and action as needed

8th Item on the Agenda: Review of Standing Committees – discussion and action as needed

Executive Directors Report

Neil highlighted and expressed items on the Executive Directors report to the members.

Daryl Bryarly made a motion to adjourn the meeting, with Dan Dulyea giving a second. All were in favor. Motion was carried.

The meeting was adjourned at 8:51pm.