

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING
TUESDAY – APRIL 5, 2011

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

Also Present: Mike Keller, Bill Walkup, Tom McKenzie, Joyce McDonald, Bobbie Miller, Russ Voelker, John McVey, Mike McBrearity, John Doritto, Mike Folk, George Smith, Rich Talbott, Hank Willard, Elaine Mauck and Ron Porterfield

Rick Wachtel, Chairman, brought the meeting to order at 8:00 a.m. in the airport terminal conference room.

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

Col. Reuss made a motion to approve as written and submitted the Airport Authority meeting minutes of March 1, 2011 with Hunter Wilson giving a second. All were in favor. The motion was carried.

Joyce McDonald gave the general account bank balance of \$ 34,601.71.

1ST ITEM ON THE AGENDA: PETITIONS FROM CITIZENS

Rich Talbott responded to comments made at the Berkeley County Council meeting by Rick Wachtel.

Mike Folk also responded to comments made at the Berkeley County Council meeting.

2ND ITEM ON THE AGENDA: ACCESS LEASES

Jeff Grove sent a request to renew his access lease for one year at the same terms and conditions as the current lease. Rodney Woods made a motion to approve the Jeff Grove Access Lease for one year at the same fee with Steve Cox giving a second. All were in favor. The motion was carried.

Joyce stated that the Access Lease for Howard Aircraft, Inc. and Air Photographics is due in April. She would like permission to contact both Howard Aircraft and Air Photographics to get square footage of their buildings so that all of the Access leases would be uniform. The members would like to give Howard Aircraft and Air Photographics representatives an opportunity to talk with the Authority about this issue. Steve Cox made a motion to table this item until the next meeting with Hunter Wilson seconding the motion. All were in favor. The motion was carried.

3RD ITEM ON THE AGENDA: AIRPORT AUTHORITY MEETING TIMES

Rick Wachtel stated that this item has been tabled until Bob Burkhart could be in attendance since he was the one that wanted this item on the Agenda. Bob Burkhart stated since there was some discussion about the Airport Authority not having evening meetings so that the general public could attend more regularly. He recommended trying an evening meeting one time during a quarter for the rest of the year. Bob Burkhart made a motion to hold the Airport Authority meeting on a Tuesday evening once a quarter to begin on the 1st Tuesday in July and the 1st Tuesday in October at 7:00 p.m. and then address having further evening meetings after this trial period. Steve Cox seconded the motion. All were in favor. The motion was carried.

Bill Walkup mentioned that the salaries are based on a 40 hour week and would like to see the salaries reflect this additional time.

Rodney Woods also stated that if any future public meetings also be coordinated with these evening meetings.

4TH ITEM ON THE AGENDA: THUNDER IN THE VALLEY MOTORCYCLE RALLY UPDATE

Mr. Mike McBrearity and Mr. John Doritto gave an update and presented the Airport Authority with a land lease, federal identification number, and health department permit. They are working on getting the insurance certificates. They would like to use the property near the BOQ for a parking area. They are expecting three to five thousand people. Col. Reuss made a motion to allow this event to take place and allow the Chairman to sign the lease once everything has been reviewed by the attorney and all documentation is obtained. Steve Cox seconded the motion. All were in favor. The motion was carried.

OTHER BUSINESS:

Rick Wachtel stated that he talked with Pam Brown of the Department of Defense pertaining to the Air National Guard Joint Use Agreement about four weeks ago. She was to get an update to Rick but Rick has not heard from her to date. This Joint Use Agreement expires on July 1, 2011.

Joyce McDonald stated that the Audit Report is complete and there are copies in her office if anyone would like to have a copy. One discrepancy is that there needs to be more segregation of duties which would result in hiring another person which is not cost effective. The other discrepancy is that it is recommended that the office staff has an accountant who can draft and read audit reports which is also another cost that the Authority cannot afford. There were no other significant findings.

Hunter Wilson stated that the Inland Port is proceeding with a plan that should be complete in the next 60 days. This plan would be presented to the State to get approval. This approval will allow the Inland Port to seek funding. The Inland Port Coalition will be seeing funding it needs for a feasibility study that is required so that the Inland Port can move forward with the its operation.

Bill stated that the City of Martinsburg has a surplus of funds for the Airport which is earmarked for AIP matching share. He explained that the last few projects have been funded by FAA at 95% and the State Aeronautics Commission has funded the 5% match for the last few projects. This has released the City and County from providing any matching funds. The City of Martinsburg has carried over these matching funds for the Airport thus having a surplus of funds. Bill stated that he told FAA that if they fund the purchase of property that will be for approximately three years that the Airport will maintain the field with "in kind" funds. Bill and Tom are getting estimates for some work that needs to be done on Taxiways E and B. Once these estimates are in hand, Bill would like to ask the City of Martinsburg to re-allocate the matching funds for "in house" maintenance work at the airport. Bill also went before the Berkeley County Council for \$12,000.00 to fund "in house" projects. The Berkeley County Council approved these funds for the next fiscal year.

Bill gave an update on the Air Show. He stated that there will be an F-16 demonstration and a 99% possibility of an F-22 on static display. There will also be a pyrotechnics demonstration. The Air Show committee wanted to know if the Saturday night event can be held on the civilian ramp and the 1st floor of the terminal building.

Steve Cox asked about the Emivest Building and the bankruptcy proceedings. Rick stated that several bankruptcy proceedings have been scheduled and postponed. Mike Keller stated that these

proceedings are back on but the proceedings are in the Delaware Courts. An invoice has been sent to Emivest and the Court Attorney for the annual maintenance fee. Rick stated that is rumored that several groups are looking at the building and the San Antonio building.

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

Executive Session began at 8:30 a.m...
Steve Cox excused himself from executive session.

Rodney Woods made a motion to come out of executive session and back into regular session with Col. Reuss giving a second. All were in favor. The motion was carried.
Steve Cox came back into the meeting.

Rick stated that the next Airport Authority meeting will be on May 3, 2011.

Col. Jim Reuss made a motion not to give a waiver to DLA Piper with Hunter Wilson giving a second. All were in favor. The motion was carried.

Steve Cox was excused from the meeting at this time.

Col. Reuss made a motion to approve the request from Arcadia Aviation to sublease several services to Aero Smith after the attorney and the airport manager review of the lease to make sure that all MOS qualifications are met and to allow the Chairman to execute upon attorney and the airport manager's approval. Bob Burkhart seconded the motion. All were in favor. The motion was carried.

Col. Reuss made a motion to adjourn the meeting with Bob Burkhart giving a second. All were in favor. The motion was carried.