

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES
FOR TUESDAY – MAY 3, 2011

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

Also Present: Bill Walkup, Joyce McDonald, Tom McKenzie, Rich Talbott, Russ Voelker, George Smith, Bobbie Miller, Major Tony Henry, Larry Kump, Hank Willard, Mike Keller, Andre' Frye, Calvin Kief, Kathy Mason, Don Siler, Arlie Myers and Elaine Mauck

Col. Jim Reuss, Vice-Chairman, brought the meeting to order at 8:00 in the airport terminal conference room.

1st Item on the Agenda: Petitions from Citizens

Rich Talbott would like to see more conversation and updates on the Crosswind Runway, T Hangar construction, Business receptions, and the Authority Mission Statement. He also stated that Winchester Airport is or will be closed this summer for runway resurfacing for approximately two months.

Delegate Larry Kump thanked and appreciated the Authority on their decision to have some evening meetings.

The minutes of the last meeting were sent to the members for their review. Rodney Woods had a correction on page 1 on the last line which was to change the word 'meeting' to 'hearings'.

Rodney Woods made a motion to approve as written and amended the Airport Authority meeting minutes of Tuesday April 5, 2011 with Bob Burkhart seconding the motion. All were in favor. The motion was carried.

2nd Item on the Agenda: Airport Improvement Project Update

Bill reported that The LPA Group did send some computer models, and graphs that have been completed for the Noise Study.

Bill read from an FAA notice that wanted to know the status of Residential Through- the- Fence Businesses at the airport. The Eastern WV Regional Airport Authority has no residential through the fence businesses, but he wanted to the Authority to be aware that this is a priority topic with the FAA.

3rd Item on the Agenda: Howard Aircraft Access Agreement

Andre' Frye and Calvin Kief representing Howard Aircraft asked to be heard in executive session.

4th Item on the Agenda: Air Photographics Access Agreement

Arlie Myers and Don Siler representing Air Photographics asked to be heard in executive session.

5th Item on the Agenda: Motorcycle Rally Update

The representatives are not here today but they have provided some documentation to go ahead with their request.

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6th Item on the Agenda: Arcadia Aviation Commercial Lease Renewal Request

The revised Lease from Arcadia Aviation had a couple of requested changes. One change being the notice of 90 days prior to expiration of the lease. The change was to 20 days. The other change would be that this Agreement would be for the renewal for the first five year extended term period. Bob Burkhart made a motion to approve the renewal of this lease with Steve Cox giving a second. Bob Burkhart withdrew the motion.

Hunter Wilson made a motion to accept this renewal with the change of 90 days prior to expiration of the lease be left at 90 days as originally stated and to reflect a CPIU in the lease. Steve Cox seconded this motion. All were in favor. The motion was carried.

7th Item on the Agenda: 3rd Quarter Fiscal Year Budget Report

This 3rd Quarter Fiscal Year budget was sent to the members for their review prior to this meeting. This Quarter is the period of January, February and March 2011. The total income for this quarter was \$ 58,195.28 and the total expenses for this quarter were \$ 82,838.32. The beginning balance on January 1, 2011 was \$ \$ 62,974.54 and the ending balance as of March 31, 2011 was \$ 38,331.50. There was also a report on the Howard T hangar Account. This account was opened on January 19, 2011 with a 0 balance. The total income for this account was \$ 59,195.30 and the total expenses were \$ 4,000.00. The ending balance on March 31, 2011 was \$ 55,195.30. A project account report was also included with this budget report.

Steve Cox made a motion to approve the 3rd Quarter Fiscal year Budget report to be sent to each governmental agency and subject to be audited with Rodney Woods giving a second. All were in favor. The motion was carried.

Rodney Woods did state that the City of Martinsburg did authorize the Airport Authority to use the funds that were set aside for AIP share match for the "in house" projects.

Joyce McDonald did mention at this time that the Authority received this week a check in the amount of \$ 8,500.00 for the Land Lease for the Ralph Lauren Distribution Center. They still owe for this year's land lease which was billed to them in April 2011.

Hunter Wilson made a motion to go into executive session with Steve Cox giving a second. All were in favor. The motion was carried.

Executive session began at 8:20 a.m...

Rodney Woods made a motion to go out of executive session and go back into regular session at 9:00 a.m. with Bob Burkhart giving a second. All were in favor. The motion was carried.

Hunter Wilson made a motion to renew the Howard Aircraft Access Agreement at the current rate of .20 per square foot. Also to approve waiving the tie down land lease fee in exchange for Howard Aircraft taking care of the mowing and snow removal around the T Hangar area that now belongs to the Airport Authority. Rodney Woods seconded the motion. All were in favor. The motion was carried.

Hunter Wilson made a motion to extend the Air Photographics Access Agreement for 90 days to give them time to provide to the Authority a copy of the square footage of the area leased for Air Photographics and to get an answer from FAA as to whether Air Photographics is considered a

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through the fence operation. The motion was seconded by Bob Burkhart. All were in favor.
The motion was carried.

Bill reported that no word from the Guard Bureau on the Joint Use Agreement has been received.
Steve Cox made a motion to adjourn the meeting with Hunter Wilson giving a second. All were
in favor. The motion was carried.

The meeting was adjourned.