

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES
FOR TUESDAY – MAY 7, 2013

Members Present: Rick Wachtel, Col. Jim Reuss, Maria Lorensen, George Cornwell, Rich Talbott, Hunter Wilson and Steve Cox.

Also Present: Bill Walkup, Joyce McDonald, Tom McKenzie, George Smith, Hank Willard, Larry Kump, John McVey, Mike Folk, Elaine Mauck, and Clay Hoxton.

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

The members were sent last month's meeting minutes prior to this meeting for their review.

Hunter Wilson made a motion to approve as written and submitted the Airport Authority meeting minutes for April 2, 2013 with Col. Jim Reuss giving a second. All were in favor. The motion was carried.

Joyce McDonald gave the current bank balance of \$ 3,692.10.

1st Item on the Agenda: Petitions from Citizens

Mr. Mike Folk gave a brief update on the WV Legislature and welcomed Mr. Cornwell as the new Airport Authority member.

2nd Item on the Agenda: Clay Hoxton – Directors Insurance

Clay Hoxton with the Hoxton Agency which is Airport Authority insurance agent was present to answer questions that the members may have on the Airport insurance. The Airport Authority receives its Directors Insurance and Airport Liability Insurance through the Hoxton Agency. Clay explained the Directors Insurance policy in depth and answered questions about that policy as well as questions about the Liability Policy. He explained the difference between the two policies. No action was taken.

3rd Item on the Agenda: 3rd Quarter Budget Report

The members were sent the 3rd Quarter Budget Report prior to this meeting for their review. This report covered the months of January, February and March 2013. The beginning balance on January 1, 2013 was \$ 293.36. The Income for this quarter was \$ 76,184.14 and the Expenses this quarter were \$ 66,796.40. The balance in the general account on March 31, 2013 was \$ 9,681.10. Steve Cox made a motion to approve this 3rd Quarter Budget Report which will be subject to audit and sent to the governmental agencies. Col. Jim Reuss seconded the motion. All were in favor. The motion was carried.

4th Item on the Agenda: Old Business

- a. Aviation Solutions Land Lease- Bill Walkup stated that the Notice of Default Letter was hand delivered to Mr. Jason Kuhn. Rick Wachtel stated that as far as he knows the trustee and bond companies know about the default. No action was taken.

5th Item on the Agenda: New Business

- a. Aeronautics Commission Grant – Rick Wachtel stated that the WV Aeronautics Commission awarded another \$ 15,000.00 Grant to general aviation airports. This grant can be used for reimbursement on anything for the airport from office supplies to airport ground improvements. The Airport Authority has been awarded this grant since 2009 and has used grant funds to help with repairs and improvements.

OTHER NEW BUSINESS:

Bill Walkup stated that the Berkeley County Fire Board sent the Airport Authority a notice that it would be billing the Airport Authority on its buildings and the draft bill was for \$ 9,162.14. After Bill Walkup reviewed the statement, many of the property descriptions did not match the addresses that they had. They listed all of the Industrial Park properties which would not be the Airport Authority's responsibility. Bill Walkup let the members know that he would be writing a response to this letter.

Rick stated that the next Airport Authority meeting should be June 4, 2013 but he would be out of town. The members agreed that June 11, 2013 would be better for the next airport authority meeting.

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

Executive session began at 8:45 a.m...

Steve Cox was excused from executive session.

Maria Lorensen made a motion to come out of executive session at 9:50 a.m. with Col. Reuss seconding the motion. All were in favor. The motion was carried.

No action was taken during executive session.

Col. Reuss made a motion to adjourn the meeting with George Cornwell giving a second. All were in favor. The motion was carried.
The meeting was adjourned at 9:55 a.m...