

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES  
FOR TUESDAY - JULY 2, 2013

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

Also Present: Bill Walkup, Joyce McDonald, Tom McKenzie, Creighton Propps, John McVey, Hank Willard, Mike Folk and Elaine Mauck.

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

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

The members were sent the meeting minutes for June prior to this meeting for their review. Rich Tabott had one correction from the last meeting on page two, third paragraph take out unanimous and replace with majority vote.

Col. Jim Reuss made a motion to approve the June 11, 2013 meeting minutes with the aforementioned correction with Maria Lorensen seconding the motion. All were in favor. The motion was carried.

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

Joyce McDonald gave the current general account bank balance of \$ 35,827.66.

No action needed

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

No one signed up to speak.

4<sup>th</sup> Item on the Agenda: Airport Improvement Program Report

Bill Walkup stated that Advertisement for Bids was published in June for the taxiway repair project. The pre-bid meeting will be on July 9, 2013 at 1:30 in the conference room and the Bid Opening will be on July 17, 2013 at 1:30 for Taxiway E -3 and crack sealing done on Taxiway D. Chapman Technical Group is the engineer for this project. No pavement evaluation has been done to date.

5<sup>th</sup> Item on the Agenda: Old Business

- a. Fire Board Fee Update - Bill Walkup reported that he met with the Fire Board director and brought her up to date on the buildings that the Airport owned and the addresses of the other locations that the Fire Board had on record. The Airport owned buildings were the terminal building, Henry Davenport Hangar, the old T Hangar building, and the Howard hangars. This reduced the upcoming bill to \$ 3,500.00. After they reviewed this information, the Fire Board director called Bill to inform him that the hangars didn't meet most of their criteria or square footage so the hangars were reduced to \$100.00 per hangar. This will reduce the bill to \$ 1,100.00. Rick Wachtel suggested going to the Fire Board first to have this bill waived for one reason being that we already have fire, crash and rescue on the field and the other reason being that the Airport Authority gave the fire board a valuable piece of land along Route 11 for their fire sub- station many years ago. Col. Jim Reuss made a motion to explore getting this fee removed or waived by the Berkeley County Fire Board with Maria Lorensen giving a second. All were in favor. The motion was carried.

6<sup>th</sup> Item on the Agenda: New Business

- a. Tough Mudder Parking Proposal - Bill Walkup explained that he went to a meeting with all persons involved with the Tough Mudder event to be held in October 2013. At the last event, the Berkeley County Development Authority leased their property to the Tough Mudder organization for parking. This year the Development Authority stated that they may have this property occupied in October and may not be able to use their property for this event. The Airport Authority property was the second choice that the organization wanted to use. Bill had no details of what the Tough Mudder organization would need from the Airport Authority at this time. The organization wanted to make sure the Airport would be willing to work with them in case the Development Authority couldn't help them in October. The Airport Authority does not have a proposal from Tough Mudder to date. Hunter Wilson made a motion to allow Bill Walkup explore and keep in contact with the Tough Mudder Organization with Col. Jim Reuss giving a second. All were in favor. The motion was carried.

OTHER BUSINESS:

Rick Wachtel stated that when he was at the Aeronautics Commission Ethics training, he was approached by Gary Cogle who was the local government P-Card Specialist for the state and wondered if the Airport Authority was on the P-Card program. This is a purchasing card that can give rebates on purchases that the entity makes if they are eligible and qualify for the program. Rick stated that it sounded like we would be eligible to get this card. More information will be forthcoming at the August meeting.

Rick also reported that Susan Chernenko, Executive Director of the Aeronautics Commission and Brian Belcher, Assistant Manager at Yeager Airport have initiated conversation about a regional intrastate airline system. Martinsburg could be included within this system.

Bill Walkup reported that we still have two tenants that have not paid their rents. The Airport Authority Attorney suggested going to Magistrate Court. Rick suggested developing a more detailed lease for the hangar rentals and tie down rentals.

August 6, 2013 will be the next Airport Authority meeting date.

Col. Reuss made a motion to go into executive session for Aviation Solutions Lease matters with Hunter Wilson giving a second. All were in favor. The motion was carried.

Executive Session began at 8:25 a.m.

Col. Jim Reuss made a motion to come out of executive session and back into regular session with Maria Lorensen seconded the motion. Rich Talbott voted no. The motion was carried by majority vote.

Col. Jim Reuss made a motion to bring Civil Action against Aviation Solutions for all unpaid rent and amenities associated with the land lease that are due to the Airport Authority with Hunter Wilson seconding the motion. All were in favor. The motion was carried.

Col. Jim Reuss 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 at 8:40 a.m..