

**EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING
FOR AUGUST 6, 2008 – WEDNESDAY**

Members Present: Rick Wachtel, Bob McMillan, Col. Jim Reuss, Steve Cox and Bob Burkhart.

Members Absent: Hunter Wilson

Also Present: Bill Walkup, Joyce McDonald, Tom McKenzie, Col. Bill Burkhart, Ron and JoAnn Porterfield, George Smith, Linda Statler, Dan Chrisinger, Mike Folk, and Bobbie Miller.

Rick Wachtel, Chairman, brought the meeting to order at 8:00 a.m. in the terminal conference room on the 2nd floor.

The members were given the July meeting minutes prior to this meeting for their review. Steve Cox made a motion to approve as written and submitted the Airport Authority meeting minutes of July 9, 2008 with Bob McMillan giving a second. All were in favor. The motion was carried.

1ST ITEM ON THE AGENDA: PETITIONS FROM CITIZENS

Ron Porterfield signed the Petition Sheet to speak. He has a concern about the new construction of the taxi lanes adjacent to his T Hangar. He is having trouble getting his plane in or out of the hangar because of a significant slope of pavement that meets his hangar which causes problems getting his aircraft out or in his hangar. The engineers are aware of this problem and wrote a letter explaining four options to this problem. The Airport Authority members agreed to go up to his hangar after all of the agenda business to look at his hangar and make a decision.

Mike Folk also signed the Petition Sheet to speak. He wanted to let the members be aware of the new change of laws to the Ethics Commission. Rick has passed to each member a WV Ethics Commission newsletter stating the changes. One of the changes has to do with rules on voting by elected and appointed state, county and municipal officials.

2ND ITEM ON THE AGENDA: RESTAURANT LEASE

Rick Wachtel stated that the Restaurant Lease expired on August 1, 2008. He asked Linda Statler owner of The Runway Restaurant is she wanted to terminate or execute a new lease. She stated some concerns/problems she felt she has had that she would like to correct before signing a new lease. She has some concerns about using the basement for storage, getting in the conference room to plug in her open sign, the lock on the kitchen door which needs fixing and the air conditioning/heating in the building.

Bill stated that during the Air Show weekend, the restaurant would be required to close for Saturday. It was recommended that Mrs. Statler come up with a reasonable figure to be reimbursed for the loss of revenue for that day. Rick stated that he would look at the storage situation in the basement. Tom stated that the air conditioning/ heating system has been fixed and have had no problems with it since the repair person was last here about a month or two ago. He also stated that Jesse Tasker and he worked on the lock at the kitchen door and it seems to be locked. It was also recommended putting in a bolt

lock from inside the kitchen when they close.

Bob Burkhart asked Linda Statler if she had a problem with being responsible for Slot Machines if they were installed at the terminal.

She stated that she would like to be more informed of the laws from the Lottery Commission.

Rick suggested getting a local representative to the Lottery Commission to talk with the Authority and Mrs. Statler.

She agreed to a lease for a one year term at the same terms and conditions as the current lease with an amendment stating about the Saturday closure on September 20, 2008. The rent will be \$ 650.00 per month for the term of the lease.

3RD ITEM ON THE AGENDA: A.I.P. PROJECT UPDATES

Bill Walkup gave an update on the Airport Improvement Program projects. The T Hangar taxi lanes are 95% complete.

The WV Aeronautics Commission approved a match share of \$ 14,076.00 to the Airport Authority for the most recent FAA Grant. This Grant is to Rehabilitate Taxiway near the T Hangar area, Install Airport Beacon and Conduct an aeronautical Survey for WAAS approach to Runway 8. This is a total project of \$ 563,055.00.

The Minimum Operating Standards and Rules and Regulations documents are being reviewed by the members and some comments have been made. A meeting with L. Robert Kimball will be in the near future with the sub-committee members and Kimball.

Col. Burkhart stated that he new MALSR is having good progress.

The east end is changing. There is 7,800 feet of runway that is open and usable to date.

Rick Wachtel formally thanked Col. Bill Burkhart for his help with the tour of the Air Guard Base and the C-5 aircraft for the WV Aviation Conference.

4TH ITEM ON THE AGENDA: AIR SHOW UPDATE

George Smith stated that the on-line ticket sales for the Air Show have started and on track. There is still the need for sponsorship but everything seems to be going on schedule.

5TH ITEM ON THE AGENDA: YEAR END BUDGET REPORT

The members were given the budget report for their review prior to the meeting.

This budget report was the fourth quarter and year end to date budget. This quarter covered the months of April, May and June 2008. The beginning balance was -\$1134.37 and the ending balance as of June 30, 2008 was \$ 41,878.36.

The total income for the fiscal year was \$ 287,672.55 and the total expenses for the fiscal year were \$ 252,880.36. There was a balance of \$ 7,086.17 carried over from 2006-2007 year and the ending balance from 2007-2008 is \$ 41,878.36.

Also submitted was the Fiscal Year 2007-2008 Project Account Budget Report.

The ending balance in the Project Budget Report was \$ 17,463.52.

Bob McMillan made a motion to approve as submitted the Quarterly and Year End Budget Report and the Project Budget report which both will be subject to audit.

5TH ITEM ON THE AGENDA: continued

Also submit both budget reports to the City of Martinsburg and the Berkeley County Commission. Steve Cox seconded the motion. All were in favor. The motion was carried.

OTHER BUSINESS:

Bill Walkup stated that he finalized and executed the contract with the Marine Corps for the hurricane evacuation relief.

Kern Steel Fabrications is building the tail stand at the Air National Guard ramp. It was in their contract that the Air National Guard provides them a place to assemble this tail stand. It was not in their contract to budget for a place to utilize so they could not use the airport property.

Rick Wachtel stated that the WV Aeronautics Commission granted a \$ 15,000.00 grant of unencumbered funds to the EWVRAA and to other small WV airports.

The next meeting will be on September 3, 2008.

Rick read a letter to Bob Burkhart from the US Customs and Border Protection which stated that they could not help with the Customs at the Air Guard base. Their Harpers Ferry office was a training facility and personnel are authorized to perform entry and clearance functions.

Bill stated that the Crosswind Runway Design is nearly complete. He reiterated that FAA will not support funding for this Crosswind Runway. Funding will have to be a congressional inquiry.

Joyce stated that the auditors will be conducting the audit on August 20, 2008.

Steve Cox made a motion to go into executive session for real estate and personnel matters with Jim Ruess giving a second. All were in favor. The motion was carried. Executive session began at 9:15 a.m. Bill Walkup and Joyce McDonald were asked to leave the room.

Bob McMillan made a motion to come back out of executive session and back into regular session at 9:28 a.m.

Steve Cox made a motion to give Bill Walkup and Tom McKenzie a 12% increase in salary and to give Joyce McDonald a \$ 3.00 per hour increase in salary. These increases are to be effective July 1, 2008. Jim Ruess seconded the motion. All were in favor. The motion was carried.

Bob McMillan made a motion to adjourn the meeting with Steve Cox giving a second. All were in favor. The motion was carried. The meeting was adjourned.