

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING
FOR TUESDAY- SEPTEMBER 9, 2014

Members Present: Rick Wachtel, Dennis Barron, Richard Talbott, Maria Lorensen, George Cornwell, and Hunter Wilson.

Member Absent: Steve Cox

Also Present: Bill Walkup, Joyce McDonald, Kin Sayre, Donna Callar, John McVey, Major John Poland, Jim Newton, Jim Whitacre, Jeff Grove, John Sanders and Mike Knotwell.

Rick Wachtel, Chairman, brought the meeting to order at 7:00 p.m. in the Howard/Burkhart Terminal conference room.

1st Item on the Agenda: Meeting Minutes Approval

The members were sent the meeting minutes for August 5, 2014 prior to this meeting for their review. Dennis Barron wanted the minutes to reflect that he requested a letter from Col. Robichaud pertaining to an agreement for rubber removal and from the ANG if this procedure is needed before the next Joint Use Agreement is in place and other discussion.

Hunter Wilson made a motion to approve, with the abovementioned change, to the Eastern WV Regional Airport Authority meeting minutes of August 5, 2015 with Dennis Barron giving a second. All were in favor. The motion was carried.

2nd Item on the Agenda: General Account Budget Report

Dennis Barron stated that this was the type of budget report that he wanted to see for the general account. The total income for August 2014 was \$ 10,216.05 and the total expenses for August were \$ 22,386.06. The August 2014 ending balance is \$ 93,420.61 in the general account. Dennis Barron made a motion to approve this budget report with Hunter Wilson seconding the motion. All were in favor. The motion was carried.

3rd Item on the Agenda: Petitions from Citizens

Mr. John Sanders from Kearneysville WV asked about a Noise Study on the C-5s. His neighborhood has been disturbed with noise on Saturdays and Sundays with an aircraft doing touch and goes for the past three weekends and also noticed more noise from the C-5s based at the Air National Guard. Bill Walkup explained that the Grant for the Noise Study of the C-5 was stopped when the news of the C-17s would be arriving at Martinsburg. He was under the impression that a Noise Study was suspended. Bill Walkup clarified that the former Noise Study is in the process of being closed out. A new Noise Study will be done in 2016 on the C-17.

Mr. Jim Whitacre, Berkeley County Council member, stated that he went to Red Bull Helicopter and Air Races in Texas recently and he was very impressed with the event and wondered if such an event could be held in Martinsburg. He had video of the Air Races and offered it for anyone who would be interested in seeing it. He asked to be kept informed of any decision the Airport Authority will make on hosting such an event.

4th Item on the Agenda: BCPSSD Lease

Rick Wachtel stated that at the last meeting the Airport Authority passed a motion to execute a lease with the Berkeley County Public Sewer Service District leasing property that a water tank is located on. Rick stated that this lease has not been signed because there is information about potential cell towers being attached to the water tank. Bill Walkup wanted to mention that FAA needed to be involved because of two reasons. One reason being the height of the cell towers and the other is frequency that could interrupt the radar system in place at Martinsburg. Mr. Mike

4th Item on the Agenda continued

Knotwell from Shentel stated that he did not foresee any interference with the Radar and they would not be any placed any higher than the water tank itself, so he didn't see any negative response from FAA. Mr. Knotwell talked with the members and stated that Shentel has been in negotiations with the BCPSSD for a few months now and that they would be compensated by Shentel to put the cell towers on the water tank. The Airport Authority agreed that it should share in any compensation that could be had with the BCPSSD. Kin Sayer, the Airport Attorney, did talk with Hoy Shingleton, the BCPSSD attorney, about the Authority concerns about the lease and on sharing the compensation for these cell towers. He recommended that the Authority should have another meeting with the BCPSSD to discuss this lease and sharing in the revenue generated by these cell towers. Mr. Knotwell stated that for the record, Shentel has been very above board with negotiations with the BCPSSD. The Authority assured him that they were not disgruntled with Shentel. George Cornwell wanted to make sure that these cell towers will provide a service to the public and Mr. Knotwell stated that these towers will have the 911 capability and would provide a service to the general public. Dennis Barron made a motion to re-open negotiations with the BCPSSD on the land lease for the water tank situated on Airport property and to look at the revenue sharing for any cell towers that may be erected on the water tank. Hunter Wilson seconded the motion. All were in favor. The motion was carried.

5th Item on the Agenda: Boy Scout Camp Request

The Airport Authority received a request from the Boy Scouts of America to use some airport property to hold a Boy Scout Camperee on September 19, 20 and 21, 2014. The property in question will be around the water tower land. The EAA, CAP and Air National Guard will participate in this weekend camp with the Boy Scouts. Bill Walkup talked with FAA and they saw no problem with holding this event. Hunter Wilson made a motion to allow the Boy Scout Camp to be held on Airport property for September 19, 20, and 21, 2014. Richard Talbott seconded the motion. All were in favor. The motion was carried.

6th Item on the Agenda: By-Laws Conflict of Interest Form

At the last Airport Authority meeting, it was stated that a Conflict of Interest Form should be drafted according to the By-Laws. Steve Cox submitted a copy of a Conflict of Interest Form used by the Public Library board members as a guideline for the Airport Authority. This form was sent to all of the members prior to this meeting. Dennis Barron stated that he would draft this form to fit the By-Laws of the EWVRAA. Hunter Wilson made a motion to table this agenda item until the members could review a newly drafted form. Maria Lorensen seconded the motion. All were in favor. The motion was carried.

7th Item on the Agenda: Tri-County Soccer Lease Request

The Tri-County Soccer League requested to lease land between the Action Aviation and Tiger Smith buildings for practice field use for the Soccer League. This would be a long term lease with no fee attached. Bill Walkup asked the FAA their opinion and they were not in favor of this type of activity on designated aviation related property. This type of lease would not be compatible for a long term lease. Richard Talbott made a motion to deny the request from the Tri-County Soccer League upon the FAA's opinion with George Cornwell giving a second. All were in favor. The motion carried.

8th Item on the Agenda: Tough Mudder Request

Tough Mudder Inc. sent the Airport Authority an Agreement to lease 27 acres of flat land suitable for moving and parking of vehicles during their event on September 27th and 28th, 2014. The fee as stated in the Agreement was for \$ 3,000.00. The Airport Attorney reviewed this agreement and found it to be in order. Bill Walkup talked with the FAA and they had concerns about safety but the parking would be outside the fence, they wanted to know if aviation related activities would not be interrupted which they will not be and that we will be receiving fair market value for the use of the property. They were agreeable as long as safety precautions were met and that it was a short term lease that would bring revenue to the airport. Kin Sayer went over the terms and conditions of the Agreement and gave his approval of the Agreement. Hunter Wilson made a motion to approve and execute this Agreement with an amendment to revise the attachment of the Agreement and to authorize the Airport Manager to counter offer for \$ 6,000.00. Dennis Barron seconded the motion. All were in favor. The motion was carried. Bill Walkup stated he would talk with the representative and make the counter offer and would keep the members informed of the negotiations.

9th Item on the Agenda: Airport Improvement Program Update

Bill Walkup stated that the Notice to Proceed has been issued to the contractor. He reported that the Pre-Construction meetings and surveys have been conducted last week. The contractor has a start date between September 15th and the 22nd, 2014. They have 60 days to complete the project. Rick Wachtel also stated that the WV Aeronautics Commission approved the match for this project at their August meeting. No motion needed.

10th Item on the Agenda: Five Year Plan

Bill Walkup handed to each member the Five Year Plan that was submitted to FAA in February which states the projects that the Airport Authority would like to schedule for the next 5 years. Richard Talbott wanted this to be on the Agenda. He stated he just wanted to keep updated on the plan and of any changes. FAA requests this plan from the Authority to help with their budgeting and/or funding annually. The FAA makes the decision on what projects is a high priority and what projects that can be funded.

11th Item on the Agenda: Regular Meeting Date and Time Schedule

Richard Talbott asked for this to be placed on the Agenda. Joyce McDonald handed out to each member a schedule of meeting dates from October 2014 to December 2015. The members understand that from time to time these dates could be changed. Richard Talbott stated that he wanted to make sure that this is done in accordance with the By-Laws.

OTHER BUSINESS:

Rick Wachtel stated again that the West Virginia Aeronautics Commission met at the Greenbrier in August. Bill Walkup went to ask for funding for the current taxiway and runway repair work. The WVAC approved the Grant in the amount of \$ 79,792.00 for the match to this FAA Grant project.

Joyce McDonald explained that the Airport Authority sent out Request for Proposals for last Fiscal Year's audit. The proposals are to be submitted by September 19, 2014. At that time, they will need to be graded and/or evaluated as designated by the Auditor's Office by a committee.

Rick Wachtel stated that he talked with a representative from a company named Apport who does marketing plans for Aviation and Industrial parks. He would like for this representative to attend a meeting and talk with the Airport Authority. Rick does not know how much this will cost and if we can afford it. Jim Whitacre stated that the County has hired a person that does grants and maybe he can help with a grant to fund a marketing study.

Rick Wachtel stated that the Joint Use Agreement with the Air National Guard Bureau does not begin negotiations until June 2015. The current Joint Use Agreement does not expire until 2016.

Richard Talbott wanted to know if all leases with the Airport are current and up to date with payments. Joyce and Bill assured Richard Talbott that everyone is current and they have no problems at this time.

Rick Wachtel pointed out that the WV Development Authority put out a brochure which had a map of West Virginia but did not depict the airport at Martinsburg. He was going to talk with the WVDA about this oversight.

Bill Walkup mentioned that on September 10, 2014 the Airport will have a Runway shut down from 6:00 a.m. until 6:00 p.m. so that the Air Guard can do some boring and testing work on their ramp.

Bill Walkup wanted to let the members know that a piece of property is near the airport property is for sale on the other side of Novak and adjacent and/or near to the Firing Range. This will be an estate sale.

Richard Talbott mentioned to the members that there is a change of ownership at Howard Aircraft.

Maria Lorensen stated that a trading grant was offered to DC Corp for more extensive training at its facility.

Rick Wachtel stated that the next meeting will be on October 7 and would not be able to attend. He will be out of town that day. George Cornwell was going to check with his schedule to see if he would be available to chair the meeting.

Hunter Wilson made a motion to adjourn the meeting with Maria Lorensen giving a second. All were in favor. The motion was carried.

The meeting was adjourned at 8:15 p.m..