

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING
FOR TUESDAY – OCTOBER 1, 2013

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

Also Present: Bill Walkup, Joyce McDonald, Tom McKenzie, Larry Kump, George Smith, Hank Willard, John McVey, Elaine Mauck and Chuck Asbury.

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

1st Item on the Agenda: Meeting Minutes Approval

The members were sent the meeting minutes prior to this meeting for their review.

Richard Talbott has an addition to the minutes on page 2, the last paragraph after the first sentence. 'Richard Talbott asked the Chairman why Mr. Cox left the room. Rick Wachtel said because I told him to. Richard Talbott informed the Chairman this was improper and that the individual had to state what the conflict was.'

Rick Wachtel made a correction on page 2; 7th Item under section a to 'allow the County Attorney' to revise or draft it existing land lease with the Airport Authority. He also had a correction on page 3 in the first sentence. It should read 'Still be operating under a basic lease.' Another addition Rick Wachtel wanted to add to the minutes was on page three in the third paragraph add that Mr. Mark Hayman stated that in the last 12 months the ILS was down for a approximately 11 ½ hours total for the year.

Col. Jim Reuss made a motion to approve the minutes as written with the aforementioned changes and/or additions for the September 10, 2013 Airport Authority meeting. Steve Cox seconded the motion. All were in favor. The motion was carried.

2nd Item on the Agenda: General Bank Account Update

Joyce McDonald gave the current bank balance of \$ 43,191.57.

3rd Item on the Agenda: Petitions from Citizens

Delegate Larry Kump suggested sharing with the Ethics Commission the By Law Changes. He stated that the Ethics Commission will review the By Laws as part of their commission.

4th Item on the Agenda: DC Corp of West Virginia Update

Mr. Chuck Asbury was not in attendance at the meeting at this time.

5th Item on the Agenda: Amendment to the Airport By Laws

The members received a draft copy of the change to the By Laws pertaining to which members would be the check signatures on the Airport Authority bank account(s) prior to this meeting. Rick handed out a revised version of the amendment.

Hunter Wilson made a motion to a approve the amendment to the Airport Authority By Laws as drafted by Rick Wachtel and reviewed by the members with Steve Cox giving a second. All were in favor. The motion was carried by majority. Richard Talbott opposed the motion. Richard Talbott discussed that here is no acting Chairman position and this should be scratched from the By-Laws and that it should read Secretary/Treasurer since that is the formal title of that person.

Richard Talbott made a motion to amend the By Laws to state that the Airport Manager must sign all checks along with one other designated member such as the Chairman, Vice Chairman, and Secretary/Treasurer. The motion died for lack of a second.

4th Item on the Agenda: DC Corp of West Virginia Update

Mr. Chuck Asbury from DC Corp of West Virginia wanted to give an update on the company. They entered into a Lease Purchase Agreement with the Distribution Center owners and began operating last week. They are receiving clients and obtaining personnel. They plan to start out with 50 IT personnel. He wanted to let the Airport Authority know that they will be coming to them in the near future for permission to do some interior and exterior improvements to the property. They plan to hire locally and be in the 1st Phase of their company by March of next year. The members welcomed them to the area.

6th Item on the Agenda: Old Business

- a. Berkeley Co. Fire Service Board Lease Revision - Rick Wachtel stated that the Airport Authority has not received any word about the Lease revision on the existing Fire Board Lease. No action needed.
- b. Howard/Burkhart Memorial – Bill Walkup stated that he talked with Mary Kackley and she was not very encouraging with renaming Novak Drive. Col. Jim Reuss made a motion to name the terminal The Howard/Burkhart Terminal with Steve Cox giving a second. All were in favor. The Motion was carried. Maria Lorensen suggested that after the Airport Authority gets the signs put on the building that a dedication ceremony would be a great idea in the future.

OTHER BUSINESS

Rick Wachtel stated that the Gourmet Cooke has been attracting much business to the airport.

Rick Wachtel asked about the P –Card Application. Joyce McDonald stated that she is doing research for the application.

Rick Wachtel stated that the next meeting date will be November 5, 2013.

Richard Talbott thanked Bill and Joyce for revising and updating the Tenant/Lease document but has many questions about it for another time.

He also mentioned that because of the Government Shut-Down that the Control Tower has been closed.

Bill Walkup mentioned to the members that he will be on vacation the week of November 11th and will out of the country the week of November 25th.

Col. Jim Reuss 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 8:45 a.m..