

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING  
FOR TUESDAY – NOVEMBER 3, 2015

Members Present: Rick Wachtel, Steve Cox, Daryl Bryarly, Richard Talbott, Tana Burkhart, Maria Lorensen, Kin Collinson, Dennis Barron, Dan Dulyea, Betty Gunnoe, Jason Barrett and P J Orsini.

Member Absent: George Cornwell

Also Present: Bill Walkup, Kin Sayre, Joyce McDonald, Tom McKenzie, Larry Kump, Lt. Col. John Poland and Christine Thiel.

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

**1<sup>st</sup> Item on the Agenda: October 6, 2015 Meeting Minutes Approval**

The members were sent, via email, the October 2015 meeting minutes, prior to this meeting, for their review.

Richard Talbott has one correction which was to title Item 13 on the Agenda: Executive Session for T Hangar Proposal in the minutes.

Dennis Barron made a motion to approve the October 6, 2015 EWVRAA meeting minutes with the above stated correction. Kin Collinson seconded the motion. All were in favor. The motion was carried.

**2<sup>nd</sup> Item on the Agenda: September 2015 Budget Report Approval**

The members were sent, via email, the September 2015 Budget Report for the general account, prior to this meeting, for their review.

The bank account balance was \$ 130,063.86 on September 1, 2015. The total income for the month was \$ 31,991.17 and the total expenses were \$ 15,351.83. This leaves a bank account balance of \$ 146,703.20 on September 30, 2015.

Joyce McDonald stated that all rents were paid up to date.

Dennis Barron made a motion to approve the September 2015 Budget Report for the EWVRAA. Steve Cox seconded the motion. All were in favor. The motion was carried.

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

Larry Kump gave some insight and updates to community participation programs and funding along with possible grant money that could be available.

**4<sup>th</sup> Item on the Agenda: BCPSSD Easement Request**

Christine Thiel, representing the Berkeley County Public Water District, explained the easement request to the Airport Authority members. The purpose of this easement is to run a water line to extend 1,000 feet along Novak Drive beyond the Tower to connect the water line from Route 11 to Airport Road. This easement would be on EWVRA property.

At this time, Dennis Barron wanted a Point of Order, to discuss the proposed BCPSSD water Tower lease. The EWVRAA was in agreement to discuss the water tower lease first.

**5<sup>th</sup> Item on the Agenda: BCPSSD Water Tower Lease**

Dennis Barron began the discussion by wanting to know from Christine Thiel where the BCPWD was on the issue of the water tower lease. There was discussion between the members on their thoughts about the resolution to obtain a water tower lease. They also don't want to hold up the easement process either.

Christine Thiel stated that the Berkeley County Public Water District board would not pay for the water tower lease. That would not be an option to them. She stated that the property footprint and the length of the term could be changed.

Dennis Barron made a motion to amend the water tower lease for a term of 20 years for \$ 1.00 at the signing of the lease. Also to reduce the leased property boundary but to extend that property boundary for a temporary construction easement for repairs, painting and other work that may involve the water tower. Dan Dulyea seconded the motion.

In discussion, Daryly Bryarly and Richard Talbott stated that they both felt an amount should be added to the lease.

Daryly Bryarly and Richard Talbott voted no to the motion. The motion was carried by majority vote.

Christine Thiel stated that she would take those terms back to the BCPWD board.

Dennis Barron made a motion to table the BCPWD Easement Request with Dan Dulyea giving a second. All were in favor. The motion was carried.

Bill Walkup did state that he met with Christine Thiel and her field workers went out to the easement site and looked over the right of way and it was right at the edge of the state's right of way and the footage was correct. It is not as far into the interior of the park as he first thought.

**6<sup>th</sup> Item on the Agenda: Airport Improvement Project Update**

Bill Walkup thanked the Airport Authority members who attended the WV Aeronautics Commission and stated that the WVAC meeting was a success in Martinsburg. At this meeting, the WV Aeronautics Commission Director, Susan Chernenko, announced her retirement along with the WVAC Chairman, Eldon Haught.

The EWVRAA did receive the \$ 8,230.00 grant that was requested for the match for the FAA Grant on the Electrical System Project.

Bill Walkup also stated that Grant 032, the Taxiway Rehabilitation project, which is complete and the Grant is in the process of being closed.

Rick Wachtel commented on the excellent job, that Gourmet Cooke did, with the catered luncheon.

**7<sup>th</sup> Item on the Agenda: Audit Report Update**

Kin Sayre stated that he had discussions with the auditor, Perry & Associates, about the issues with the incorrect sites and concerns of the adverse opinions. The principle of Perry and Associates should be giving us an amended audit report next week.

Joyce McDonald did state that Perry & Associates did send a second invoice with an interest charge attached. Kin Sayre stated that we should not pay the interest charges because they are the ones that are making the payment late.

**8<sup>th</sup> Item on the Agenda: EWVRAA By-Laws Revisions and Approval**

Dennis Barron sent the revised By-Laws to the members, via email, for their review.

Dan Dulyea made a motion to approve the By-Laws for the EWVRAA. Jason Barrett seconded the motion. All were in favor. The motion was carried.

**9<sup>th</sup> Item on the Agenda: Committee Reports**

Daryl Bryarly reported on the T Hangar committee. His report stated that the committee obtained costs from several different T Hangar businesses. There would need to be a request for proposals for construction. The Airport Authority needs to decide how many hangars to build, where to locate new hangars and water retention needs to be reviewed. Does the Airport Authority need engineering work, to see if the location and size of hangars meet the requirements of the Berkeley County Engineering Department? The Airport Authority would need to meet with the Engineering and/or Planning Departments of Berkeley County to get some answers to these questions.

Bill Walkup was instructed to meet with the B C Planning Department for some guidance on where to begin this project.

No other committee reports were given.

**OTHER BUSINESS**

Rick asked about the secured mail boxes. Bill Walkup stated that he talked with Dennis Barron and it will be done "in house" and he will order the mail boxes.

Lt. Col. Poland was asked if he had anything. He stated that his department got into a situation on the airfield and he was grateful to Bill Walkup and Tom McKenzie for their help with the situation. He also stated how thankful he is for the good working relationship that he has with the Airport Authority.

Rick Wachtel announced that the next EWVRAA meeting is December 1, 2015.

Maria Lorensen asked about the status of Shentel. Bill Walkup stated that Shentel is currently working on constructing the tower. The permitting process has put them behind in construction.

Richard Talbott stated that he became aware that a permit has been proposed for a Tower being built on North Mountain and wondered if it would affect the flying pattern at the airport.

Bill Walkup was not aware of this construction. Rick asked if he would look into that Tower construction.

**10<sup>th</sup> Item on the Agenda: Executive Session for Real Estate Purposes/Arcadia Hangar Facility**

Daryl Bryarly made a motion to go into executive session for real estate purposes with Kin Collinson giving a second. All were in favor. The motion was carried.

Steve Cox excused himself from executive session.

Executive Session.

Dennis Barron made a motion to come out of executive session and back into regular session with Dan Dulyea giving a second. All were in favor. The motion was carried.

No action was taken in executive session.

Tana Burkhart 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 8:35 p.m...