

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES
FOR TUESDAY – DECEMBER 4, 2012

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

Also Present: Bill Walkup, Joyce McDonald, George Smith, Larry Kump, John McVey, Ron Porterfield, Elaine Mauck, Major Poland, Hank Hillard, Chuck Asbury and Dennis Williams.

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

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

The Airport Authority minutes were submitted for the November 13, 2012 meeting and Rich Talbott had some corrections as follows. Under Item # 3 it stated that the Airport Authority paid property taxes on the Howard hangar property and Rich Talbott stated that we should not have to pay taxes on this. Also he wanted it in the minutes that he questioned the attorney fees in the budget. Also in item # 4 under City/County Contributions he wants to make sure that he stated "That the money received from the City/County for the \$ 22,500.00 each, may have a cloud attached and may have to be paid back." There were no other corrections. Steve Cox made a motion to accept the November 13, 2012 Airport Authority meeting minutes with the aforementioned corrections with Maria Lorensen giving a second. All were in favor. The motion was carried

Joyce McDonald gave the operating fund of \$ 665.34.

1st Item on the Agenda: Petitions from Citizens
No one signed the Petitions from Citizens sheet.

2nd Item on the Agenda: Airport Improvement Projects Update
Joyce McDonald stated that the Airport Authority received approval for the Grant for the Howard Property acquisition. FAA has gone to a new invoicing system and the system has some difficulties. A request for funding was invoiced in October 2012 but did not get approval. The FAA office in Beckley told me to go into the system and request the full amount which Joyce did last week. There was approval for this invoice but there has been no word to date whether the funds have gone into the bank. Joyce will check into this matter this week. That being said, the loan amount to date is \$ 202,105.00. A principle payment of at least \$42,000.00 has to be made by the end of December. With the \$ 150,000.00 from FAA in the bank and is paid on this loan, that leaves approximately a balance of \$ 52,105.00. The West Virginia Aeronautics Commission will fund 10% on this Grant as the match in the amount of \$ 16,666.66. There is approximately \$ 58,382.00 in the hangar account. Joyce's question to the Authority is can she go ahead and pay off the City National Bank Loan with the FAA funds and the Howard Hangar account funds? Steve Cox made a motion to approve the City National Bank Loan pay-off and to approve the transfer of the Howard Hangar funds from that account into the general account and to close out the Howard Hangar bank account once all of the funds have been received. Hunter Wilson seconded this motion. All were in favor. The motion was carried.

3rd Item on the Agenda: Audit Report for Fiscal Year 2011-2012
Joyce McDonald reported that Leland O'Neal CPA firm was chosen to do the audit for the next three years. The contract was signed and approved by the State Auditor's Office. Mr. O'Neal is from Oak Hill Maryland and was here at the airport to gather information for the Audit. This audit is for the

Fiscal Year 2011-2012 which is the period of June 30, 2011 to July 1, 2012. His contract is for \$ 3,400.00 for the next three (3) years. This audit should be complete at the end of January or the beginning of February 2012.

OTHER BUSINESS:

Rick Wachtel did report that the birthday celebration for Guy Reynolds 100th birthday was a success. Mr. Reynolds still holds an active pilots license and flew two times on his birthday with Bart Rogers. Rich Talbott and Maria Lorensen were also in attendance with approximately 60 other people who gathered to celebrate with him. Proclamations were read that were sent by the West Virginia Governor Tomblin, Senator's Joe Manchin and J. D. Rockefeller, Congresswoman Shelly Moore Capito, the City of Martinsburg and Berkeley County Council. He flew before and after the celebration with Bart Rogers.

Rick also reported that Aviation Solutions has been sent a certified letter for being in arrears and asking for immediate payment and advising to get caught up in payments.

Rick Wachtel stated to Rich Talbott that he was surprised and disappointed in him for contacting the West Virginia Aeronautics Commission advising them that the Airport Authority was in an emergency situation a few weeks ago. Rick stated that he feels that painted a very inaccurate picture on where we stand. He stated that while the general account is low, there are funds in the Howard T Hangar account that can be drawn from and has on a couple of occasions been drawn upon for the general account. There are funds that are due from the Berkeley County Council and from the City of Martinsburg before the end of the year. He also stated that there are other airports in worse shape than we are. Rich Talbott responded that we are the biggest and best airport in West Virginia and he heard a briefing from Bill Walkup at a County Council meeting that we had a checkbook balance of 0, and he felt that he could explore out and see how other airports are doing. He does not like to leave a meeting with funds so low. He still feels that it is an emergency when no funds are in the account. Hunter Wilson reassured Rich that he felt he made some mistakes when he started on the Authority and he said he was frustrated with how the government works versus private enterprise. He didn't blame Rich for wanting to obtain more information and trying to find solutions.

Hunter Wilson made a motion to go into executive session for land lease matters with Steve Cox giving a second. All were in favor. The motion was carried.

Executive Session began at 8:35 a.m.

Hunter Wilson made a motion to back into regular session at 8:53 a.m. with Steve Cox giving a second. All were in favor. The motion was carried.
There were no decisions made in executive session.

Rick Wachtel stated that the next Airport Authority meeting will be on January 8, 2013.

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