

**EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES  
FOR AUGUST 1, 2007 – WEDNESDAY**

**MEMBERS PRESENT:** Rick Wachtel, Bob Burkhart, Hunter Wilson, Steve Cox, Bob McMillan and Col. Jim Reuss.

**ALSO PRESENT:** Mike Keller, Bill Walkup, Joyce McDonald, George Smith, John Lease, Ron Porterfield, Bobbie Miller, Rob Garrett, David Brinson, Mike Folk and Col. Burkhart.

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

The members were sent the minutes of the last meeting prior to this meeting.

Col. Jim Reuss made a motion to approve as written and submitted the Airport Authority meeting minutes of July 11, 2007 with Bob Burkhart giving a second to the motion. All were in favor. The motion was carried.

Joyce McDonald gave the current general bank balance of \$ 4, 026.54.

**1<sup>ST</sup> ITEM ON THE AGENDA: PETITION FROM CITIZENS**

Mr. John Lease had a question to Arcadia Aviation pertaining to the ramp area in front of their newly constructed hangar. He wanted to know if they were leasing that area. Rick stated that they have a proposal to be presented today. His other question was about when the Airport Authority would be getting more aircraft T Hangar space or if Arcadia Aviation would be renting to smaller aircraft. Rob Garrett stated that he would look into that further.

**2<sup>ND</sup> ITEM ON THE AGENDA: AIRPORT IMPROVEMENT PROJECT UPDATE**

Rick stated that at the last meeting a vote was taken to allow Arcadia Aviation to amend its land lease for the relocation of the fuel farm. This will exclude the piece of property the fuel farm currently sits on and will include the piece of property which the fuel farm will be relocated. There will be no change in the property acreage.

Bill wanted to confirm that this property switch was due to the FAA Grant as part of the fuel farm relocation due to the restructuring of a loop road and parking area around the terminal building. Steve Cox and Bob McMillan went out of the room for a vote on this motion.

Col. Reuss made a motion to reaffirm the previous motion that allows Arcadia Aviation to amend its land lease to include the property of the new location of the fuel farm. Hunter Wilson seconded the motion. All were in favor. The motion was carried.

Steve Cox and Bob McMillan came back into the room after the vote.

Bill Walkup stated that since the last meeting, FAA increased the amount of the Grant offer. The new Grant offer will be for the FAA share of \$ 1,387,240.00 for a total project of \$ 1,460,253.00.

Hunter Wilson made a motion to accept this Grant offer for \$ 1,387,240.00 and to authorize the Chairman to execute the Grant Offer with the attorney's review. Steve Cox seconded the motion. All were in favor. The motion was carried.

Bill stated that due to the increase in funding there was a change in the prime contractor for both the Taxiway E because of the alternates that can now be done. The prime contractor for the Loop Roadway and Parking Area is Panhandle Builders & Excavating with a contract of \$ 239,891.00 and to Mountaineer Contractors, Inc. to Construct the Taxiway "E" for a contract of \$ 945,874.00.

Bill also mentioned that the Contract with Chapman Technical Group was ready for signatures for the design and construction project of Taxiway E. The Agreement is in the amount of \$ 216,721.00 for the design and construction of Taxiway "E". Steve Cox made a motion to accept and authorize the Chairman to execute the Agreement with Chapman Technical Group to do the design and construction of the Taxiway E with Hunter Wilson giving a second. All were in favor. The motion was carried.

Bill Walkup stated that test results from PBS&J indicated that the load bearing capacity of the asphalt at Taxiway D and Runway 35 which was replaced during the Air Guard's refurbishing of the west side of Runway 8/26 may be less load bearing than the original material was. Bill stated that FAA agreed to have core samples taken during this years AIP project to determine the true capacity of the pavement.

### **3<sup>RD</sup> ITEM ON THE AGENDA: AIR SHOW REQUEST**

The Air Show committee submitted to the Airport Authority a list of its committee members for approval.

George Smith will be Chairman to oversee Air Operations

Hank Willard will be Vice Chairman to oversee marketing and advertisement

Bill Walkup will be Sub Chairman to oversee Ground Control, Parking, Fencing and Static Displays and Nic Diehl as Sponsorships

Steve Cox will be the Airport Authority advisor and to execute checks.

Bill Walkup stated that each of these people will have sub-committee members working with them. This committee has talked with United Way to be the agent for this Air Show but no decisions have been made.

It was mentioned that this committee is strictly on a volunteer basis.

There was discussion pertaining to creating a 501 C-3 status for the Air Show so that the Air Show organization can have the ability of offer tax deduction donations.

Bob McMillan made a motion approving the committee as submitted and to approve of the sub-committees to be formed by each of the committee members with Bob Burkhart giving a second. All were in favor. The motion was carried.

#### **4<sup>TH</sup> ITEM ON THE AGENDA: 4<sup>TH</sup> QUARTER AND YEAR END BUDGET REPORT**

The 4<sup>th</sup> Quarter Year End Budget Report was given to the members prior to this meeting. This 4<sup>th</sup> Quarter Budget Report covers the period of April, May and June 2007.

The income for this quarter was \$73,649.30 and Expenses for this quarter was \$ 70,280.34. This leaves a total of \$ 7,086.17 to be carried over into the general account for Fiscal Year 2007-2008. The year end income was a total of \$ 279,556.65 and the year end expenses were \$ 276,163.65.

Steve Cox made a motion to accept as submitted the 4<sup>th</sup> Quarter and Year End Budget Report which will be subject to an audit and to be submitted to the City and County governments. The total of \$ 7,086.17 will be carried over into the next fiscal year. Col. Jim Reuss seconded the motion. All were in favor. The motion was carried.

#### **5<sup>TH</sup> ITEM ON THE AGENDA: ARCADIA AVIATION LEASE AMENDMENT PROPOSAL**

Steve Cox and Bob McMillan left the room due to conflict of interest for this item on the agenda.

Arcadia Aviation representative Rob Garrett explained his proposal request. Arcadia Aviation would like to lease two tracts of land. The first tract of land to lease is a 15' by 15' tract of land for a booster pump to augment the fire suppression system to the hangar complex. The other tract of land is the inactive runway 17/35 that fronts the hangar complex of approximately 2, 000 feet or 6.8 acres. This amendment would run concurrent with the existing lease at the prevailing rate as other leased land. Mike Keller has reviewed this amendment and offered his comments. Bill Walkup suggested adding to this amendment a provision stating that the Airport Authority would be allowed to utilize this area for a short term period for events such as air shows not to exceed 3 days.

Hunter Wilson made a motion to approve this amendment agreement with the above terms and conditions to be reviewed by our attorney with Col. Jim Reuss giving a second. All were in favor. The motion was carried.

Steve Cox and Bob McMillan came back to the meeting.

**OTHER BUSINESS:**

Bill Walkup stated that the word he received from Home Depot, pertaining to the proposal at last months meeting, was that they are looking at another location at this time.

Rick stated that there was no word from Garland Martin.

Rick also mentioned that Michael Boyd of The Boyd Group, who gave a presentation at the WV Aviation Conference, talked with Rick who asked him to work on a plan of action for future scheduled service at the airport with associated costs and will forward this information to the Airport Authority.

Rick also stated for the record that a 3.4 million preliminary application has been submitted to FAA for the construction of a crosswind runway.

Bill Walkup mentioned that one of the key performers at the 2005 Air Show Jim LeRoy, The Bulldog, was killed at an Air Show in Ohio this past Saturday. He will be remembered and greatly missed.

Bob Burkhart wanted to state for the record that a sub contractor for the prime contractor on the loop road is his son-in-law and that he did not vote on this contract to avoid any conflict of interest.

The next Airport Authority meeting is scheduled for September 5, 2007.

Hunter Wilson made a motion to go into executive session for legal and real estate matters with Col. Jim Reuss giving a second. All were in favor. The motion was carried.

Executive Session began at 9:08 a.m.

Steve Cox made a motion to come out of executive session and into regular session and to adjourn the meeting with Bob McMillan giving a second. All were in favor. The motion was carried.

No action was taken in executive session.

The meeting was adjourned.

