

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES
FOR JUNE 11, 2011 – THURSDAY

Members present: Rick Wachtel, Col. Jim Reuss, Rodney Woods, Bob Burkhart, Hunter Wilson and Steve Cox

Also present: Bill Walkup, Joyce McDonald, Mike Keller, Elaine Mauck, John Doritto, Larry Kump, Ron Porterfield, George Smith, Rich Talbott, Mike Folk, Bobbie Miller, Bob Sagers, Becky Kenny, Rick Alderton, Russ Voelker, John McVey, Major Tony Henry, Bob Butler, Calvin Kief, Bob Bayes, and Hank Willard

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

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

Bob Burkhart made a motion to approve as written and submitted the Airport Authority meeting minutes for May 3, 2011. Rodney Woods seconded the motion. All were in favor. The motion was carried. The minutes were signed by two officers.

Col. Reuss made a motion to approve as written and submitted the Airport Authority Special meeting for May 24, 2011. Steve Cox seconded the motion. All were in favor. The motion was carried. The minutes were signed by two officers.

Joyce McDonald gave the current general bank account balance of \$ 103,105.31. She stated that the Ralph Lauren Distribution Center Land Lease was received in the full amount of \$ 51, 000.00 also the Airport Authority received funds from the City and County for the Taxiways E and B repair pavement work that was done.

1st Item on the Agenda: Petitions from Citizens

Delegate Larry Kump mentioned that on June 23, 2011, the WV Ethics Act Committee is sponsoring a meeting for all County agency members.

Mike Folk stated concerns he had with Aero Smith becoming the FBO.

Bob Sagers and Becky Kenny also signed the Petition sheet but wanted their time to speak to be given to Mike Folk. There was a disagreement as to whether they could do that at this meeting. Rick Wachtel went to the next Item on the Agenda.

2nd Item on the Agenda: Airport Improvement Project Update

Bill stated that approximately \$ 29,800.00 was the cost to repair Taxiways E and B and approximately \$ 650.00 to mark these taxiways. Jefferson Asphalt did the repair work. There will be some additional equipment to purchase for pavement and lighting repair.

He also stated that no formal meeting has been set by LPA to discuss the Noise Study.

3rd Item on the Agenda: Motorcycle Rally Update

John Doritto spoke on behalf of the “Rumble in the Valley” motorcycle event to take place the weekend of June 24, 2011. He stated that the lease is complete and that the insurance certificate will be faxed to the Airport Authority office today. He mentioned that the funds raised at this event go to Kids for Christmas sponsored by St. Leos Catholic Church. Bill Walkup also stated that the field by the water tower has been mowed by David Silver.

3rd Item on the Agenda: continued

Hunter Wilson made a motion to approve this temporary land lease for the purpose of the event "Rumble in the Valley" and to allow the Chairman to execute this lease with approval from the attorney. Col. Reuss seconded the motion. All were in favor. The motion was carried.

4th Item on the Agenda: Approval of Emergency Fuel Dispensation

Rick Wachtel stated that on May 31, 2011, Arcadia Aviation shut down their operations including the fuel services. Rick emailed and called the members for approval to grant Aero Smith permission to provide temporary fuel dispensing services starting on June 1, 2011. All members voted by phone to grant Aero Smith permission to dispense fuel. Rick stated that Steve Cox did not vote on this matter.

Col. Reuss made a formal motion to confirm the phone vote to grant Aero Smith permission to dispense fuel at the Airport. Hunter Wilson gave a second. All were in favor. The motion was carried. Steve Cox did not vote on this matter.

Rick mentioned that if Aero Smith or anyone else who wished to dispense fuel on a more permanent basis may apply to the Airport Authority.

5th Item on the Agenda: Eastern Panhandle Port Communications Server Area

Bill Walkup reported that he received a request from City Net or Frontier to look at the telecommunications equipment room in the basement of the terminal building to see if there is space to install a fiber optics service cabinet with a secured cage. A representative from City Net or Frontier would like to do a site survey of the space. If the site survey recommends this space, they will draft a lease document for this space. Steve Cox made a motion to allow the site survey of the basement area for the aforementioned equipment with Rodney Woods giving a second. All were in favor. The motion was carried.

Rick Wachtel passed to each member a two page document from Weirton Area Port Authority, Inc. titled Maintaining Board and Organizational Confidentiality. He recommended that each member read this document.

OTHER BUSINESS:

Col. Reuss made a motion to have a bi-annual review of audit and financial documents with Steve Cox giving a second. All were in favor. The motion was carried.

Hunter Wilson reported that the Master plan for the Port Authority has been approved by the State. This Master Plan will help with the obtaining grants for feasibility studies for the Inland Port.

No word on the Joint Use Agreement.

The next meeting will be held on July 5, 2011 at 7:00 p.m. in the terminal conference room.

Bill Walkup stated that the Civil Air Patrol will be installing a 160 foot long sidewalk from the parking lot to the CAP entry door to their hangar.

Col. Reuss stated that the Airport Authority needs to become creative and find ways to obtain funds to help this airport be more self sustaining.

Bill Walkup stated that Arlie Winter from Air Photographics Inc. has decided to use the square footage of the building for the Access lease.

Bill Walkup stated that The Landing restaurant owners at the airport would like to request waiving the May rent in exchange for paying for the cleaning that will be done in late fall. Rodney Woods made a motion to allow the restaurant to waive the rent for May in exchange for paying for the cleaning in the late fall. Steve Cox seconded the motion. All were in favor. The motion was carried. Bob Burkhart abstained from voting.

Col. Reuss made a motion to go into executive session for real estate and legal matters with Hunter giving a second. All were in favor. The motion was carried.
Executive session started at 8: 35 a.m. . . .

Col. Reuss made a motion to go out of executive session at 9:17 a.m. and back into regular session of the Airport Authority meeting with Rodney Woods giving a second. All were in favor. The motion carried.

Col Reuss made a motion to allow a modification to the lease payment terms for Aviation Solutions. These terms for payment will be an amendment to the land lease. Hunter Wilson gave a second to this motion. All were in favor. The motion was carried.
Steve Cox made a motion to adjourn the meeting with Hunter Wilson giving a second. All were in favor. The motion was carried.
The meeting was adjourned at 9:19 a.m..