

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES  
FOR TUESDAY AUGUST 5, 2014

Members Present: Rick Wachtel, Dennis Barron, George Cornwell, Hunter Wilson, Richard Talbott, Steve Cox and Maria Lorenzen.

Also Present: Bill Walkup, Joyce McDonald, Tom McKenzie, Kin Sayre, Bart Rogers, Larry Kump, John McVey, Jeff Grove, Col Robichaud, , Shelton Davis, Col. Shawn Perkowski, Chanda Keesecker, Frank Rouss and Jerry Hockman.

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

1<sup>st</sup> Item on the Agenda: Meeting Minutes Approval

The members were sent the meeting minutes from la their review. Dennis Barron made a motion to approve the Airport Authority meeting minutes of July 1, 2014 as written and submitted with Steve Cox giving a second. All were in favor. The motion was carried.

2<sup>nd</sup> Item on the Agenda: General Account Budget Report

The members were presented with a budget report for the month of July with the beginning balance of \$ 156, 894.27. The income for the month was \$ 27,256.78 and expenses were \$ 78,560.43. Then ending balance was \$ 105,590.62. Steve Cox made a motion to approve the budget report with Hunter Wilson giving a second. All were in favor. The motion was carried.

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

Delegate Larry Kump suggested that the Airport Authority invite a representative from the Ethics Commission to talk to the Authority and have a Question and Answer session to specifically clarify the executive session items.

4<sup>th</sup> Item on the Agenda: ANG Assault Runway Markings Request

Col. Robichaud was requested at the last meeting to try to obtain some answers to the Rubber Removal funding. He suggested this be included in the next Joint Use negotiations. He stated that rubber removal is not required at this time but if rubber removal is needed before the Joint Use Agreement is in place, a Cooperative Agreement could be drafted and the ANG would fund this project. The ANG would still like an answer on the assault markings for an assault landing on Runway 26. Hunter Wilson made a motion to allow the ANG to paint the assault markings on Runway 26 as depicted on a handout that was circulated and to do rubber removal as needed reference the document handed out at the meeting titled C-17 Arrival with Steve Cox giving a second. All were in favor. The motion was carried.

5<sup>th</sup> Item on the Agenda: Bart Rogers Airport History Presentation

Bart Rogers who is the historian for the Airport Museum gave a presentation on newly obtained airport historic information and talked about some of the history behind the a pilot training school in Martinsburg. He also mentioned that the Airport Library is coming along. All the members thanked Bart for all of his hard work that he has put into the museum in the Terminal.

6<sup>th</sup> Item on the Agenda: Approval for By Law Changes

Joyce McDonald inserted the recommended changes to the EWVRAA By Laws from the Ethics Commission office. She highlighted the changes and sent them to the members for their review prior to this meeting. Dennis Barron made a motion to approve the changes in Article VII in Section 1 and 2 and to send the revised version to the Ethics Commission for their review with George

Cornwell giving a second. Hunter Wilson opposed the motion. The motion was carried by majority vote.

7<sup>th</sup> Item on the Agenda: Tri-County Soccer Lease Request

Joe Burton, Vice President of the Tri-County Soccer Club sent a proposal to the EWVRAA for use of property for practice fields. This services children from the Eastern Panhandle area for a traveling soccer club. They would like to enter into a lease agreement for property between the Action Aviation and Tiger Smith buildings for practice soccer fields for no rent fee. They also sent along with the proposal a Certificate of Insurance. Bill Walkup also suggested telling the new owners of the Tiger building and getting their opinion on this matter. Steve Cox made a motion to table this item until Mr. Burton could address the Airport Authority and answer questions the members may have and to seek FAA advice since this is aviation related property. Maria Lorensen seconded the motion. All were in favor. The motion was carried.

8<sup>th</sup> Item on the Agenda: Airport Improvement Program

Bill Walkup reported that the Grant Offer was received and everyone signed the Grant Offer and it was sent back to FAA. The Airport Authority is waiting for a Grant Acceptance Letter so that the Airport Authority can be put on the Aeronautics Commission Agenda in August. No action was taken at this time.

9<sup>th</sup> Item on the Agenda: Tough Mudder Land Lease

No word from the Tough Mudder representatives. No action taken.

10<sup>th</sup> Item on the Agenda: 4<sup>th</sup> Quarter and Year End Budget Report

The members were sent the 4<sup>th</sup> Quarter and Year End Budget Report prior to this meeting for their review. This was for Fiscal Year 2013-2014 which is the period of July 1, 2013 to June 30, 2014. The beginning balance on July 1, 2013 was \$ 35,827.66. The yearly income was \$ 513,084.87 and the total expenses were \$ 392,018.24. The ending balance as of June 30, 2014 is \$ 156,894.29. Steve Cox made a motion to approve the 4<sup>th</sup> Quarter and Year End Budget report to be subject to audit and to be sent to the government agencies. Hunter Wilson seconded the motion. All were in favor. The motion was carried.

#### OTHER BUSINESS

Rick stated that the executive session was for the members to question the employee package. Those questions have been answered through an email and he asked if there were other questions but felt there was no need for an executive session.

Steve Cox had a copy of a Conflict of Interest Questionnaire that each member could fill out per the By Laws. A copy of this will be sent out to the members for their review and will be discussed at the next meeting.

Bill Walkup reported that the 8<sup>th</sup> of September there will be a 12 hour shutdown on the Runway so that the ANG will do a Pavement Evaluation Test which will include doing core samples and other pavement testing.

Bill Walkup wanted to let everyone know about the death of Calvin Kief, a long time worker on the airport and employee at Howard Aircraft, Inc.

Joyce McDonald reported that the Directors Insurance will expire on August 8, 2014. The Hoxton Agency suggested going with the same company the Airport Authority currently has. The cost will be \$ 4, 218.00.

Hunter Wilson stated that the City and County needs to know how much the Air National Guard does for the airport community and whole City and County area.

Kin Sayre made a statement about the use of e-mail among the members and about being cautious on the matters and/or items in the e-mails.

R i c h a r d T a l b o t t w a n t e d t o k n o w h o w i t e m s c a n b e d  
members agreed that going around the table and asking each member if they have anything to discuss would be the appropriate time for discussion.

The Aeronautics Commission Aviation Summit will be held at the Greenbrier. He will be meeting with a gentleman from ABF Ports who does marketing for airports. The Airport Authority does not have the funding for this type of work but would like them to come and do a presentation at a meeting about their services.

Rick Wachtel stated that the date for the next Airport Authority meeting will be on September 9, 2014 at 7:00 p.m...

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

The meeting was adjourned at 8:10 p.m...