

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING MINUTES  
FOR NOVEMBER 5, 2008

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

Absent Members: Bob McMillan.

Also Present: Bill Walkup, Joyce McDonald, and Tom McKenzie, Sarah Via, Ron Porterfield, Mike Folk, Rich Talbott, John Lease, George Smith, Col. Burkhart, and Bobbie Miller.

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

The members each were sent the October meeting minutes prior to this meeting for their review. Joyce McDonald stated that there was a correction and an addition to the October minutes. The addition was to add Lt. Col. Rodney Neely to the people listed as present.

The correction is the spelling of wench to winch.

Col. Jim Reuss made a motion to accept and approve the October 8, 2008 meeting minutes with the aforementioned correction and addition with Steve Cox giving a second. All were in favor. The motion was carried.

Joyce McDonald gave the operating fund from the general account a balance of \$ 12,682.12.

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

Ron Porterfield spoke to the Authority and thanked them and Tom McKenzie for the winch and the ramps to help him with his T Hangar situation after the construction at the T Hangars.

Rich Talbott spoke to the Airport Authority with his concern about the fuel prices at MRB being higher than other regional airports. He surveyed other regional airports. He wanted to know why Martinsburg constantly has higher fuel prices. He feels MRB is not competing with area airport fuel prices.

Mike Folk spoke to the Airport Authority to apologize to Bob Burkhart about his objection to his motion at the end of last months meeting. Bob Burkhart accepted his apology.

2<sup>ND</sup> ITEM ON THE AGENDA: A.I.P. PROJECT UPDATES

Bill Walkup stated that the new re-location of the beacon foundation has been poured with concrete and will be erected in December. The old existing beacon will be abandoned and will remain in place until there are the funds to disassemble it. If and when that is done the Airport will keep the old beacon. Bill also mentioned that the original mountaintop beacon is now wired and rotates and will be on display in the hallway on the first floor of the terminal museum.

Taxiway E project is to begin this week for some seeding, mulch and clean up work.

2<sup>ND</sup> ITEM ON THE AGENDA continued

Bill Walkup also stated that he would like the subcommittee meet again to finalize their comments and/or revisions to the MOS. After that is done, the MOS will be given to the members for their review before the public gets to review it.

Col. Burkhart stated that the FAA will be installing the localizer and will try to have it operational by Thanksgiving. The concrete should be complete by next week and paving should take place in December. The lighting will take longer because of FAA review.

4<sup>TH</sup> ITEM ON THE AGENDA: REQUEST TO MOVE PETITION TO CITIZENS TO THE END OF THE MEETING

Rick mentioned that Mr. Folk stated at the last meeting that the Airport Authority was not going by its own procedures that they adopted in February 2007 meeting pertaining to the Petitions from Citizens. Rick wanted to clarify that in the minutes of June 6, 2007, it states that the Airport Authority made a motion to move the Petitions from Citizens at the beginning of the meeting. So the Airport Authority was correctly following the procedures that it had put into place.

Col. Reuss made a motion to keep the Petitions from Citizens at the beginning of the meeting with Bob Burkhart giving a second. All were in favor. The motion was carried.

3<sup>RD</sup> ITEM ON THE AGENDA: AIR SHOW FOLLOW UP

George Smith once again thanked the Air Guard, Air Show Committee, Sponsors and Airport Authority for the successful 2008 Air Show. He stated that he some preliminary figures for the Authority. Sponsorship - \$ 59,900.00; Vendors- \$8,025.00; On Line Tickets- \$ 33,111.00; Gate Ticket Sales - \$ 60,741.00; Programs – 7,667.00. Total preliminary receipts \$ 168,546.00. Preliminary expenses were \$ 132,983.00. The surplus was \$ 36,583.25. The Airport Authority received \$ 14,000.00 from United Way for their parking portion.

Bill stated that he got the estimated cost for him and Nic to go to the ICAS conference in Las Vegas in December of \$ 3,580.00.

Steve Cox made a motion to authorize Nic Diehl and Bill Walkup to go to the ICAS conference in December and to expend the estimated cost of \$ 3,580.00 with Hunter Wilson giving a second. All were in favor. The motion was carried.

Bob Burkhart made a motion to put the \$ 14,000.00 check from United Way into the Air Show Account with Hunter Wilson giving a second. All were in favor. The motion was carried.

5<sup>TH</sup> ITEM ON THE AGENDA: 1<sup>ST</sup> FISCAL YEAR QUARTERLY BUDGTET REPORT

The beginning balance carried over from last fiscal year was \$ 41,878.36. The income for 1<sup>st</sup> FY Quarter which covers the period of July, August and September of 2008 was \$ 51,775.28. Total expenses were \$ 72,937.60. This leaves a balance in the general account on September 30, 2008 of \$ 20,727.04.

5<sup>TH</sup> ITEM ON THE AGENDA continued

There were funds paid to the Authority for mowing at the Tiger facility and was put under line item Tiger Aircraft. It was suggested to put that under miscellaneous income. Also there was a question on the expenses under Airfield lighting. Airfield bulbs and lighting was not purchased last year, so this year since there were funds in the account a year's worth of bulbs and lighting supplies were purchased.

Col. Reuss made a motion to approve the 1<sup>st</sup> FY Quarterly Budget report which is subject to audit and to submit to the local governmental agencies with Steve Cox giving a second. All were in favor. The motion was carried.

OTHER BUSINESS:

Rick Wachtel mentioned that he had Mike Keller check into the question of email between public officials. They found that email is no different than any form of written correspondence or communication. Treat emails as normal correspondence and can be subject to FOIAs with the same exceptions to real estate, personnel or litigation matters.

Rick also stated that he spoke to Pam Brown of the Guard Bureau and she found no problems with the corrections and the document. This would be forwarded to the JAG office for final review and approval. Should it be approved, it should be in place by the end of November with payment being processed retroactive from July to present.

Senator Byrd sent Rick a letter pertaining to the request of the Crosswind Runway. He stated he will check with the FAA for their help in funding.

There will be a Port Authority meeting on November 19<sup>th</sup> with Cem Martin for those interested.

December 3, 2008 will be the next meeting date.

Bob Burkhart suggested that the Airport Authority get a speaker system for the conference room. Rick suggested investigating the cost of a speaker system in the conference room.

Col. Reuss made a motion to go into executive session for real estate matters with Steve Cox giving a second. All were in favor. The motion was carried.

Executive Session.

Hunter Wilson made a motion to come out of executive session and to adjourn the regular Airport Authority meeting at 8:45 a.m. with Steve Cox giving a second. All were in favor. The motion was carried.

There were no actions or decisions made in executive session.

Meeting Adjourned.

