

EASTERN WV REGIONAL AIRPORT AUTHORITY MEETING
FOR JULY 9, 2008 – WEDNESDAY

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

Also Present: Bill Walkup, Joyce McDonald, Bobbie Miller, Hank Willard, Rob Garrett, Mike Gaurveau, George Smith, Margie Bicker, Dan Chrisinger, Col. Bill Burkhart, Ron Porterfield, and Cem Martin.

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

The members were given the June Airport Authority meeting minutes prior to this meeting for their review.

Hunter Wilson made a motion to approve as written and submitted the EWVRAA meeting minutes of June 4, 2008 with Bob Burkhart giving a second. All were in favor. The motion was carried.

Joyce McDonald gave a bank balance of \$ 33,589.83. She stated that the Airport Authority received the \$ 10,033.04 from Sino Swearingen for the maintenance fee.

1ST ITEM ON THE AGENDA: ELECTION OF OFFICERS

Bob McMillan made a motion to obtain the same slate of current officers for the one year term. The slate of officers are Rick Wachtel, Chairman, Col. Jim Reuss, Vice Chairman and Bob Burkhart, Secretary/Treasurer. Steve Cox seconded the motion. All were in favor. The motion was carried.

2ND ITEM ON THE AGENDA: PETITIONS FROM CITIZENS

There were no signatures on the sign up sheet. No petitions from citizens at this time.

3RD ITEM ON THE AGENDA: CEM MARTIN REPORTING ON PORT AUTHORITY

Cem Martin gave a report at this meeting on Port Authority status. Mr. Martin explained that in the early 1990s this area began the process for establishing a Port Authority in Martinsburg.

There was an Intergovernmental Agreement to establish an Inland Port Authority. The next step is to get a Feasibility Study, which is a comprehensive plan and guide for an Inland Port. This study will identify areas for goods to be shipped to a central hub to include class 1 rail and air service. He concluded by stating that he is moving forward via the Transportation Department in finding ways to fund the two feasibility studies that are required. Rick Wachtel thanked Mr. Martin on giving the Authority the update on the Inland Port Status.

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4TH ITEM ON THE AGENDA: A.I.P. PROJECT UPDATES

Bill Walkup reported on the Minimum Operating Standards and Rules and Regulations status. The committee received Draft # 4 of each of these documents to be reviewed by the all of the Airport Authority members. After review, they are to give any changes or comments they may have on these documents and get them back to Bill Walkup. After the comments are given, the revised drafts will be scheduled for public hearings sometime in August. Bill hopes these two documents can be available on the web site for anyone to review.

Bill also reported that the Taxiway E is 95% complete. The T Hangar taxi lanes are currently being paved and should be complete this week. Bill reported that there is a difference in grade at Mr. Porterfield hangar. Shawn Tucker of Chapman Technical Group is drafting a letter to include four options regarding the Porterfield hangar. Valentine Electric will be doing the Beacon work and the GPS (LPV) survey is also beginning.

Col. Burkhart stated that as of 2 weeks ago Runway 8/26 is 7,800 feet long. There is 1,000 feet to the east and topsoil to be down this week. The localizer on the west end is ready to be installed.

5TH ITEM ON THE AGENDA: REQUESTS FROM USMC AND KER STEEL

The United States Marine Corps submitted an Agreement for the EWVRAA to authorize helicopters from North Carolina to utilize an area for parking the helicopters during times of hurricanes and evacuations. This agreement will be a year to year agreement for 4 to 28 helicopters.

Kern Steel Fabrications is a contractor for the Air National Guard to build a tail stand for the C-5. They generally would be on the ramp at the 167th but there is no room for them. They proposed to use an area on the civilian side to erect this tail stand.

Steve Cox made a motion to allow Kern Steel Fabrications to utilize the civilian side of the airport with the terms of a maximum of 6 months for a fee of \$ 2,500.00 per month and to provide an Insurance Certificate and Hold Harmless clause and to be located at an area approved by the Airport Manager. Col. Jim Reuss seconded the motion. All were in favor. The motion was carried.

Steve Cox made a motion to allow the United States Marine Corp to utilize a portion of airport property on a year to year basis with the knowledge that Kern Steel Fabrications will be using a portion of property for the short term and to revise the agreement to state that there are no dining or conference room facilities on a 24 hour basis but can be used during normal business hours. Bob Burkhart seconded the motion. All were in favor. The motion was carried.

6TH ITEM ON THE AGENDA: ARCADIA AVIATION UTILITY REQUEST

Mr. George Smith of Arcadia Aviation had Walt Mitchell of Chapman Technical Group to do a cost analysis on the electricity used for a sign owned by Arcadia Aviation. The

cost would be approximately \$ 125.00 per year. Bob Burkhart made a motion to allow Arcadia Aviation to utilize the terminal electricity for the Philips Sign at a cost of \$ 125.00 per year with Col. Jim Reuss giving a second. All were in favor. The motion was carried.

7TH ITEM ON THE AGENDA: AIR SHOW UPDATE

George Smith gave an air show update. He stated that Hank Willard began the on-line ticket sales. Sponsorship is going slow and asked the Authority that if they know of any businesses who would like to participate please encourage them to do so. There will be discount ticket sales at the 167th ANG for their members. Rocs will also be a ticket selling outlet. Nic Diehl got some billboard advertising at no cost.

To date there will be 23 static aircraft and 10 entertainers. The committee will meet with Andrea Ball of the CVB (Convention of Visitors Bureau) to help market the Air Show.

8TH ITEM ON THE AGENDA: WV AVIATION CONFERENCE

Rick Wachtel reported that the WV Aviation Conference will be held at the Holiday Inn beginning on August 3rd, 4th and 5th. There will be a golf outing on August 3rd; all day conference on August 4th, tours on August 5th along with the Aeronautics Commission meeting.

OTHER BUSINESS:

The Berkeley County Historical Society met at the airport in June.

Rick stated that he and Bill will be working on a Revenue Development Plan for a long term. This will be in addition to the year to year budget. Also the Authority needs to incorporate a Military landing Fee policy in the event of no Joint Use fee. These are some recommendations from Jeff Bubar who is consulting with the Airport on the Joint Use Agreement.

August 6, 2008 will be the next meeting date.

Bob McMillan made a motion to go into executive session for real estate and personnel matters with Steve Cox giving a second. All were in favor. The motion was carried. Executive session began at 9:20 p.m.

Bob McMillan made a motion to come out of executive session and to adjourn the meeting with Col. Jim Reuss giving a second. All were in favor. The motion was carried. No decisions or motions were made in the executive session.

The meeting was adjourned.