



Eastern West Virginia Regional Airport Authority

REGULAR MEETING MINUTES

Monday, July 8th, 2019 – 6:00 PM

Members Present

Maria Lorensen	Dennis Barron	Larry Dunn	
Ken Collinson	Daryl Bryarly	Greg Janes	Tana Burkart (via Telecom)
P.J. Orsini	Brad Close	Aneesh Sompalli	
Jason Barrett	Dan Dulyea	John Laub	

Members Absent

Jim Klein Dan Zappe

Also Present

Nic Diehl, EWVRAA	Tom McKenzie, EWVRAA	Breanna Francis, Martinsburg Journal
Neil Doran, EWVRAA	Vicki A. Saunders, EWVRAA	Jim Marshall, Attorney

Petitions of Citizens

Jeff Grove, Eastern Technical Corporation

Meeting called to order at 6:00 PM by Vice-Chair Lorensen in the absence of Chairman Klein who was out of town on his honeymoon.

- Everyone stood for the Pledge of Allegiance
- The record is to reflect the Board’s congratulations to Mr. Klein on his recent marriage
- In line with the bylaws, the Annual Election of Officers will be the first item of business

1st Agenda Item: Annual Election of Officers

Nominations for Chairman: Aneesh Sompalli nominated John Laub. Daryl Bryarly nominated Dennis Barron. P.J. Orsini motioned to close the nominations. Daryl Bryarly seconded the nomination. Secretary Collinson reminded the Vice-Chair of the need to ask the nominees if they are willing to accept the nomination and the chairmanship if so chosen. When asked, both Mr. Laub and Mr. Barron replied in the affirmative. Voting occurred by a show of hands and with a voice vote from Ms. Burkhart via telecom. 7 votes were received for John Laub (*Dulyea, Barrett, Orsini, Burkhart, Sompalli, Close, Lorensen*) and 5 votes for Dennis Barron (*Collinson, Barron, Dunn, Janes, Bryarly*). Mr. Laub did not cast a vote. John Laub was declared to be the next Chairman of the Authority. The members extended their congratulations.

Nominations for Vice Chairman: P.J. Orsini nominated Jim Klein and Daryl Bryarly seconded the nomination. EWVRAA Attorney Jim Marshall then remarked that Mr. Klein would have to be present at this meeting in order to accept the nomination. Efforts were made to reach Mr. Klein with several telephone calls and text messages. While waiting to hear a report of efforts to reach Mr. Klein, and at the suggestion of Secretary Collinson, Vice-Chair Lorensen asked if there were any additional nominations. Daryl Bryarly then nominated Dennis Barron. Vice-Chair Lorensen asked if we could move on and handle the voting for the other officer positions first and return to the Vice-Chair nominations later. Attorney Marshall advised no and that they should be handled in order. PJ Orsini reported that he could not reach Mr. Klein but that he knew that Mr. Klein wanted to be nominated. Attorney Marshall reiterated that the individual would have to be present to accept the nomination and the office. Attempts to reach Mr. Klein were unsuccessful despite four and half minutes of elapsed time. Ken Collinson then motioned to close the nominations for Vice-Chair. Lorensen asked for a voice vote in favor of the nomination for Mr. Barron. The board members responded “Aye” with no one voting to oppose the nomination. All were in favor and the motioned carried.



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Nominations for Treasurer: Jason Barrett nominated Brad Close. No second was received. No additional nominations were received. Dennis Barron moved to close the nominations. All were in favor and the motion carried. Vice-Chair Lorensen extended her congratulations to Mr. Close.

Nomination for Secretary: Aneesh Somali nominated Ken Collinson to continue as Secretary. Larry Dunn seconded the nomination. No additional nominations were received. Darryl Bryarly motioned to close the nominations. All were in favor and the motion carried. Vice-Chair Lorensen extended her congratulations to Mr. Collinson.

Per the bylaws, Vice-Chair Lorensen then relinquished her seat and turned the meeting over to Mr. John Laub as Chairman of the Eastern West Virginia Regional Airport Authority. Mr. Laub thanked the other board members and the outgoing officers for their hard work and service.

Petitions of Citizens:

Mr. Grove of Eastern Technical Corporation addressed the board regarding the recently adopted FY19-20 fee schedule. He expressed concerns over some of the fees that he felt were excessive and not charged by neighboring peer airports in this region. He asked that the board review the fee schedule and clarify the grass maintenance and snow removal charges with additional explanations to avoid misunderstandings.

Staff Reports

Executive Director's Report: Nic Diehl reviewed opened the floor for any discussion of the Staff Reports. Some discussion occurred regarding a high-wind event that damaged aircraft in the tie-down area, the status of the Land Release Environmental Assessment and status of the Audit process for FY17-18. Nic Diehl then presented his Executive Director's report. A diagram was shown to answer questions regarding a proposed retail store development in the Runway 08 Protection Zone.

All reports were provided in the packets distributed via email for review by the Authority prior to the meeting.

2nd Agenda Item: Approval of June 10th Meeting Minutes

The members were sent the June 10th E WVRAA Meeting Minutes prior to this meeting, via email for their review. Aneesh Somali motioned to accept the minutes; Larry Dunn seconded the motion. All were in favor. The motion carried.

3rd Agenda Item: Approval of the June 2019 Budget Report

The members were sent the June 2019 Budget report prior to this meeting via email for their review. Greg Janes motioned to accept the budget report; Daryl Bryarly seconded the motion. All were in favor. The motion carried.

4th Agenda Item: Revised FY19-20 Budget

The members were sent the Revised FY19-20 Budget prior to this meeting via email for their review. Brad Close motioned to accept the Revised FY19-20 Budget as presented; Larry Dunn seconded the motion. All were in favor. The motion carried.



5th Agenda Item: Crosswinds Café Lease Discussion

Nic Diehl discussed having met with the owner of Crosswinds Café regarding the year end extension of her lease that expires August 31st. It was determined that the Executive Director has authority to extend the lease without the Board's approval and he intends to enter into an extended lease through December 31st, 2019 at \$500 per month. Discussion ensued regarding the status of the restaurant and restaurant expenses and utilities. Nic Diehl will review a business strategy plan to be submitted by the owner describing efforts to improve the performance of the restaurant. Mr. Diehl will also seek to provide support in the promotion of the restaurant.

Darryl Bryarly motioned to adjourn the meeting; Larry Dunn seconded the motion. All were in favor. The motion carried.

The meeting adjourned at 7:15 PM.