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Eastern West Virginia Regional Airport Authority (E WVRAA)

REGULAR MEETING MINUTES

Monday, May 11, 2020 – 6:00 PM

Members Present

John Laub	Jim Klein	Ronald Fitzpatrick	P.J. Orsini
Dan Dulyea	Daryl Bryarly	Tana Burkhart	Maria Lorensen
Brad Close	John Allen	Greg Janes	Ken Collinson
Aneesh Sompalli	Larry Dunn		

Members Absent

Jason Barrett

Also Present

Nicolas Diehl, E WVRAA	Neil Doran, E WVRAA	Bob Swanson, Tenant/AOPA Rep
Vicki A. Saunders, E WVRAA	Jim Marshall, Attorney	Charles Bailey, Attorney
Greg Linsenmeyer, WVDO	Matt Umstead, Herald-Mail	

Petitions of Citizens

None

Zoom Meeting called to order at 6:00 PM by Chairman John Laub

Staff & Executive Director's Report: All reports were distributed via email for review by the Authority members prior to the meeting. Neil Doran and Vicki Saunders are working from home offices. Tom McKenzie is still working on site.

1st Agenda Item: Approval of April 13th 2020 meeting minutes

Greg Janes motioned to accept the version of the minutes containing staff corrections/edits as presented. Daryl Bryarly seconded the motion. All were in favor, the motion passed.

2nd Agenda Item: Approval of the April 2020 Budget Report

Brad Close motioned to accept the budget. Greg Janes seconded the motion. All were in favor, the motion passed.

3rd Agenda Item: Approval of Changes to the Bylaws

Ken Collinson motioned to accept the changes to the Bylaws. Larry Dunn seconded the motion. All were in favor, the motion passed.

4th Agenda Item: Approval and adoption of the Fixed Base Operator trade name

After some discussion, PJ Orsini motioned to adopt the trade-name "MRB Aviation" for the Airport Fixed Base Operation (FBO) and its component Air Charter service. Jim Klein seconded the motion. All were in favor, the motion passed.

5th Agenda Item: Update on Aviation Way roadwork and airfield crack sealing

An update was provided by Nic Diehl and Neil Doran. The asphalt rubber crack sealing work on the airfield is largely complete with additional airfield paint marking work items to take place in June. Tom McKenzie has been escorting and coordinating with work crews during the project. A temporary road has been installed to provide continued access to the terminal and its parking area while the Aviation Way entrance segment is closed for reconstruction and improvement. A concrete dumpster pad will be constructed with bollards along with additional new paved area adjacent to the soon-to-be acquired East Hangar complex at 214 Aviation Way. Sealcoating of the terminal area landside and airside is also tracking for a June completion. All is progressing as planned.

6th Agenda Item: Review and approval of revised Personnel Policies

Jim Klein motioned that the Personnel Committee work with legal counsel (Bailey & Wyant), the Chairman and Nic Diehl towards completing and refining these policies. Once they reach a point of approving the final product - they are authorized to ratify them. Maria Lorensen seconded the motion. All were in favor, the motion passed.

7th Agenda Item: Update on website design and FAA CARES Act Grant

Nic Diehl stated that there will be a draft website available this week. FAA granted EWVRAA \$30,000 in CARES Grant money despite the state of WV being awarded over \$9 million in total.

Motion by Jim Klein to apply for and accept the \$30,000 CARES Act grant funding. Tana Burkhart seconded the motion. All were in favor, the motion passed.

8th Agenda Item: Real Estate Matter (possible executive session)

At 6:27 PM, John Allen then motioned to go into Executive Session to discuss Real Estate and Personnel Matters. Greg Janes seconded the motion. All were in favor, the motion passed.

At 7:16 PM, Greg Janes motioned to exit Executive Session. John Allen seconded the motion. All were in favor, the motion passed. The Zoom meeting was then opened to the public.

At 7:19 PM, Greg James motioned to end the meeting and Maria Lorensen seconded the motion. All were in favor, the motion passed.

The meeting adjourned at 7:19 PM.