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Eastern West Virginia Regional Airport Authority (EWRRAA)

REGULAR MEETING MINUTES

Monday, June 8, 2020 – 6:00 PM

Members Present

John Laub	Jim Klein	Ken Collinson
Dan Dulyea	Maria Lorensen	Tana Burkhart
Brad Close	John Allen	Greg Janes
Aneesh Sompalli	Jason Barrett	Larry Dunn

Members Absent

Daryl Bryarly	Ronald Fitzpatrick	P.J. Orsini
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Also Present

Nicolas Diehl, EWRRAA	Neil Doran, EWRRAA	Matthew Umstead, Herald-Mail
Vicki A. Saunders, EWRRAA	Jim Marshall, Attorney	

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.

1st Agenda Item: Approval of the May 11th 2020 meeting minutes

Greg Janes motioned to accept the minutes as presented. Maria Lorensen seconded the motion, all were in favor and the motion passed.

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

Ken Collinson motioned to accept the budget report. Greg Janes seconded the motion, all were in favor and the motion passed.

3rd Agenda Item: Executive Director / Staff Report

Katara's Crosswinds Cafe recently had a busier day than they have ever had at either restaurant locations combined. Ms. Jewel is optimistic about the future business. This was also the case while the crack sealing project was underway. Air traffic is picking up. A news bulletin was provided as part of the board member packet. Receiving inquiries from possible business prospects that are looking at

the airport. Jefferson Asphalt has completed the asphalt reconstruction work on Aviation Way. Another company will arrive in approx. 30 days to paint the parking space lines. A new concrete pad with fence was built for the trash dumpsters. The crack sealing has been completed on the runway and taxiways. Neil Doran is working on having the contractor come back and do the seal coating portion of the project. The airfield painting will be done the following week. Neil is working with the 167th for the release paperwork on the former BOQ property. Nic and Neil will also be meeting with the 167th in the next few months to inquire about an increase in financial contributions to the airport. The website should be completed within the next two or three weeks. Vicki has been working with the bank and will be working with Aero-Smith on account transfers so that there will be no down time with our transition. Tom has been mowing, making minor repairs and giving some oversight to the paving and seal coating vendors.

4th Agenda Item: Review and Approval of the Fiscal Year 2021 Meeting Schedule

Maria Lorensen motioned to accept the schedule. Larry Dunn seconded the motion, all were in favor and the motion passed.

5th Agenda Item: Review and Approval of the Fiscal Year 2021 Fee Schedule

Greg Janes motioned to accept the schedule. Tana Burkhart seconded the motion, all were in favor and the motion passed.

6th Agenda Item: Review and Approval of FY 2021 budget

John Allen motioned to table the approval of the budget to allow for further revisions with a special session meeting to be held prior to July 1st for approval of the revised budget prior to the start of the new fiscal year. Dan Dulyea seconded the motion. All were in favor with the exception of Vice Chairman Jim Klein. The motion passed.

7th Agenda Item: Real estate and personnel matters

Vice Chairman Jim Klein made a motion based on the performance and evaluations of the Executive Director and with the recommendation of the personnel committee that a 5% salary increase was merited and that Nic Diehl's annual salary be increased by \$4,000.

Maria Lorensen seconded the motion to approve the salary increase. All were in favor, the motion passed. Vice Chairman Klein added that the Board reserves the right to reevaluate Mr. Diehl in six months.

Maria Lorensen motioned to adjourn the meeting. John Allen seconded the motion, all were in favor and the motion passed.

The meeting adjourned at 6:46 PM.