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**Eastern West Virginia Regional Airport Authority (E WVRAA)  
REGULAR MEETING MINUTES  
Monday, September 9<sup>th</sup>, 2019 - 6:00 pm**

**Members Present**

John Laub	Jason Barrett	Tana Burkhart	Dan Dulyea	PJ Orsini
Ken Collinson	Maria Lorensen	Daryl Bryarly	Larry Dunn	John Allen

**Members Absent**

Brad Close	Greg Janes	Jim Klein	Aneesh Sompalli
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**Also Present**

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

**Petitions of Citizens**

None

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

Everyone stood for the Pledge of Allegiance

Chairman Laub introduced a new Jefferson County Appointee: John Allen who replaces Dan Zappe. Mr. Allen gave a few comments about his background as a life-long Jefferson County resident, a pilot and Flight Instructor.

**Staff Reports**

All reports were distributed via email for review by the Authority members prior to the meeting.

Neil Doran highlighted that the Thrasher Engineering invoice for Environmental Assessment work had been voluntarily discounted by \$20,000. Staff and a representative from Michael Baker Engineering will be conduct a Pre-Bid Conference on September 10<sup>th</sup> for the upcoming Airfield Marking, Sealcoating and Sealing Project anticipated to commence in October.

**Executive Director's Report:**

Nic Diehl announced that the Eastern West Virginia Community Foundation had awarded the EWVRAA a Berkeley County Industrial Park Development Fund grant of \$7,400 for the creation of new replacement website.

Maria Lorensen asked whether board member attendance would be suggested for an upcoming Berkeley County Planning Commission Public Hearing to be held on Monday, September 16<sup>th</sup> at 6pm. Nic Diehl replied that attendance by any board members would be helpful and stressed the importance of the updated airport ordinance under consideration. Chairman Laub reiterated that if attending – it would be a good idea to be sensitive to what is said if the remarks of an individual give the appearance of being the official position of the entire authority board.

Chairman Laub expressed appreciation for all the hard work being done by Airport Authority staff members.

**1<sup>st</sup> Agenda Item: Approval of August 12th meeting minutes**

Daryl Bryarly motioned to accept the minutes; Larry Dunn seconded the motion. All were in favor. The motion carried.

**2<sup>nd</sup> Agenda Item: Approval of the August 2019 Budget Report**

The members were sent the August 2019 Budget report prior to this meeting via email for their review. Ken Collinson motioned to accept the budget report; Tana Burkhart seconded the motion. All were in favor. The motion carried.

**3<sup>rd</sup> Agenda Item: Recognition of Colonel Dennis Barron**

Chairman Laub spoke about attending the funeral services for Colonel Barron, about his contributions to the Airport Authority and his participation with the Civil Air Patrol over some fifty years. Chairman Laub displayed a wall plaque to honor his memory. Mr. Laub suggested dedicating a hallway in the Terminal near the Business Offices for an honor wall with plaques to recognize a few individuals that have had exceptional, decades-long support of the airport. Ken Collinson expressed the appreciation of Mr. Barron's sister Marva for this honor. He pointed out Mr. Barron's 25-year work along with the Martinsburg-Berkeley County Parks and Recreation board. Maria Lorensen shared her observations and fond memories. Neil Doran described Mr. Barron's support of the staff, attention to detail and willingness to make himself available when needed.

Jason Barrett raised questions regarding the location and the movement of pre-existing wall plaques in the terminal and of the specific criteria or nomination process for individuals meriting such an honor given on behalf of the EWVRAA. Mr. Barrett felt that these matters would be best considered and voted on by the Authority members rather than executive decisions made by staff. After some discussion, it was determined that these questions would be added to the agenda for the next board meeting.

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

**The meeting adjourned at 6:24 PM.**