

Eastern WV Regional Airport Authority

VIRTUAL MEETING MINUTES Monday, November 15th 2021 – 6:00 PM

ROLL CALL		Remote	Present In Person	Absent
Chairman	Jim Klein		✓	
Vice Chairman	John Laub			✓
Secretary	Maria Lorensen	✓		
Treasurer	Dan Dulyea		✓	
Jefferson County	John Allen	✓		
Berkeley County	Tana Burkhart			✓
City of Martinsburg	Margie Bartles		✓	
Berkeley County	Brad Close	✓		
City of Martinsburg	Larry Dunn		✓	
Berkeley County	Ronald Fitzpatrick	✓		
Berkeley County	PJ Orsini			✓
Berkeley County	Jim Whitacre		✓	
STAFF				
Executive Director	Nic Diehl		✓	
Director of Aviation	Neil Doran	✓		
Accounting	Vicki Saunders	✓		
Legal	Chuck Bailey			✓
Legal	Jim Marshall		✓	
Martinsburg Journal	Emily Keefer	✓		

Welcome

Petitions of Citizens

None

Meeting called to order at 6:00 PM by Chairman Klein.

1st Agenda Item: Approval of October 18th, 2021 meeting minutes

- Larry Dunn motioned to approve the minutes as presented. Jim Whitacre seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Approval of October 2021 Budget Report

- Maria Lorensen motioned to approve the October 2021 budget report. Larry Dunn seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Review of MRB Foundation Appointee

Jim Marshall the Chairman of the MRB Foundation provided an update. He explained that Jim Klein had resigned his appointment to the MRB Foundation board of directors on the date of their last board meeting. Larry Dunn was subsequently nominated to fill this role.

- Brad Close made a motion to approve Larry Dunn's appointment to the MRB Foundation board of directors as a representative of the Eastern West Virginia Regional Airport Authority. Margie Bartles seconded the motion. All were in favor and the motion passed.

4th Agenda Item: Executive Director / Staff Report

Reports presented by Nic Diehl & Neil Doran.

- Larry Dunn made a motion to enter Executive Session to discuss a property matter. Seconded by Dan Dulyea. All were in favor and the motion passed.

Executive Session was entered at 6:17 PM.

5th Agenda Item: Possible property matter (possible executive session)

6th Agenda Item: Possible legal matter (possible executive session)

At 6:35 PM, Jim Whitacre recused himself from discussion of the property matter and exited the room due to a possible conflict of interest. Mr. Whitacre returned to the room when discussion had been completed regarding the property matter.

Dan Dulyea made a motion to exit Executive Session at 6:49 PM. Seconded by Larry Dunn. All were in favor and the motion passed.

- Dan Dulyea made a motion for the Chairman and Secretary to ratify a resolution that empowers the Executive Director to enter into agreements related to a \$800,000 loan with the West Virginia Economic Development Authority (WVEDA). Seconded by Larry Dunn. All were in favor and the motion passed.

At 6:51 PM, Jim Whitacre recused himself from discussion of the motion related to the property matter and exited the room due to a possible conflict of interest.

- Brad Close made a motion to empower the Executive Director to continue with due diligence and negotiations related to the sale of a property easement, to report back results and findings to the Executive Committee of the Board of Directors and under their advisement to conclude and finalize an agreement between the parties. Seconded by Larry Dunn.

Seven (7) "Aye" votes were made: Klein, Dulyea, Lorensen, Bartles, Close, Dunn and Fitzpatrick. John Allen abstained from the vote. The motion passed.

Jim Klein motioned to adjourn the meeting. Maria Lorensen seconded the motion. All were in favor and the motion passed.

The meeting adjourned at 6:52 PM.