

**Eastern WV Regional Airport Authority**

**VIRTUAL MEETING MINUTES Monday, February 28<sup>th</sup> 2022 – 6:00 PM**

ROLL CALL		Remote	Present In Person	Absent
<b>Chairman</b>	Jim Klein		✓	
<b>Vice Chairman</b>	John Laub			✓
<b>Secretary</b>	Maria Lorensen	✓		
<b>Treasurer</b>	Dan Dulyea			✓
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		✓	
<b>STAFF</b>				
Executive Director	Nic Diehl		✓	
Director of Aviation	Neil Doran	✓		
Accounting	Vicki Saunders	✓		
Legal	Chuck Bailey	✓		
Legal	Jim Marshall		✓	
Martinsburg Journal	Emily Keefer			✓
Visitors	John Allen	✓		

**Welcome**

**Petitions of Citizens**

None

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

Chairman Klein acknowledged John Allen’s service to the airport as a member of the Airport Authority Board of Directors and Jefferson County representative since August 2019. *Note: The Jefferson County Commission did not elect for fiscal year 2021-22 to fund the minimum \$5,000 required by WV code for local government appointee participation/representation on the regional airport authority.*

**1<sup>st</sup> Agenda Item: Approval of January 24<sup>th</sup>, 2022 meeting minutes**

- Maria Lorensen motioned to approve the minutes as presented. Tana Burkhart seconded the motion. All were in favor and the motion passed.

## **2<sup>nd</sup> Agenda Item: Approval of January 2022 Budget Report**

- Margie Bartles motioned to approve the January 2022 budget report as presented. Brad Close seconded the motion. All were in favor and the motion passed.

## **3<sup>rd</sup> Agenda Item: Discussion of letter of endorsement for Shepherd Aviation program**

- This will assist the Shepherd University-Hunter Willis Aviation program in their efforts to solicit funding from numerous aviation-related foundations. Brad Close motioned to approve a resolution of support and/or the writing of a letter of endorsement. Tana Burkhart seconded the motion. All were in favor and the motion passed.

## **4<sup>th</sup> Agenda Item: Executive Director / Staff Report**

- Reports presented by Nic Diehl & Neil Doran.

## **5<sup>th</sup> Agenda Item: Possible property matter (possible executive session)**

- No action or discussion was needed with this item.

## **6<sup>th</sup> Agenda Item: Possible legal matter (possible executive session)**

- No action or discussion was needed with this item.

Margie Bartles motioned to adjourn the meeting. Brad Close seconded the motion. All were in favor and the motion passed.

**The meeting adjourned at 6:25 PM.**