

Eastern WV Regional Airport Authority
ZOOM MEETING MINUTES Monday, June 13th 2022 – 6:00 PM

ROLL CALL		Remote	Present In Person	Absent
Chairman	Jim Klein		✓	
Vice Chairman	John Laub	✓		
Secretary	Maria Lorensen	✓		
Treasurer	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	Chip Leatherman		✓	
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			✓
Accountant	Charli Heilmann	✓		

Petitions of Citizens

None

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

1st Agenda Item: Approval of May 16th, 2022 meeting minutes

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

2nd Agenda Item: Approval of May 2022 Budget Report

- Maria Lorensen motioned to approve the May 2022 budget report as presented. Margie Bartles seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Review and approval of RFP for Audit Services to Perry & Associates (FY20-21 and FY21-22 Audits)

- Brad Close motioned to approve the staff Audit committee recommendation to select Perry & Associates to conduct Audit services for FY19-20, FY20-21 and FY21-22. Larry Dunn seconded the motion. All were in favor and the motion passed.

4th Agenda Item: Appointment of MRB Foundation members

- After some discussion, Brad Close motioned to re-appoint Nic Diehl and Jim Marshall to continue serving on the MRB Foundation board of directors for additional one-year terms. Larry Dunn seconded the motion. All were in favor and the motion passed.

5th Agenda Item: Executive Director / Staff Report

- Reports presented by Nic Diehl & Neil Doran.

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

- Larry Dunn motioned to enter Executive Session to discuss a real estate matter at 6:24 pm. Maria Lorensen seconded the motion. All were in favor and the motion passed. Jim Whitacre recused himself due to possible conflict of interest and left the room.
- Brad Close motioned to authorize the Executive Director to sign a PSA with a closing date. Larry Dunn seconded the motion. All but Jim Whitacre (who abstained from voting on this matter) were in favor and the motion passed.

7th Agenda Item: Possible legal matter (possible executive session)

- No action or discussion was needed with this item.

Larry Dunn motioned to adjourn the meeting at 7:02 pm. Margie Bartles seconded the motion. All were in favor and the motion passed.

The meeting adjourned at 7:02 PM.