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**Eastern WV Regional Airport Authority**  
**ZOOM MEETING MINUTES March 13<sup>th</sup>, 2023- 6pm**

| ROLL CALL            |                    | Remote | Present<br>In Person | Absent |
|----------------------|--------------------|--------|----------------------|--------|
| <b>Chairman</b>      | Dan Dulyea         | ✓      |                      |        |
| <b>Vice Chairman</b> | Chip Leatherman    |        | ✓                    |        |
| <b>Secretary</b>     | Maria Lorensen     |        | ✓                    |        |
| <b>Treasurer</b>     | Brad Close         | ✓      |                      |        |
| Berkeley County      | Tana Burkhart      | ✓      |                      |        |
| City of Martinsburg  | Margie Bartles     |        | ✓                    |        |
| City of Martinsburg  | John Laub          |        |                      | ✓      |
| City of Martinsburg  | Larry Dunn         |        | ✓                    |        |
| Berkeley County      | Ronald Fitzpatrick | ✓      |                      |        |
| Berkeley County      | Jim Whitacre       |        | ✓                    |        |
| Berkeley County      | PJ Orsini          | ✓      |                      |        |
| <b>STAFF</b>         |                    |        |                      |        |
| Executive Director   | Nic Diehl          |        | ✓                    |        |
| Business Manager     | Craig Bartoldson   |        | ✓                    |        |
| Accounting           | Vicki Saunders     |        | ✓                    |        |
| Legal                | Chuck Bailey       |        |                      | ✓      |
| Legal                | Jim Marshall       |        | ✓                    |        |
| Accountant           | Charli Heilmann    |        | ✓                    |        |

Also present Russ Volker from Civil Air Patrol

**Petitions of Citizens**

None

**Meeting called to order at 6PM by Vice Chairman Leatherman.**

**1<sup>st</sup> Agenda Item: Approval of February 13<sup>th</sup>, 2023 meeting minutes**

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

## **2<sup>nd</sup> Agenda Item: Approval of January 2023 Budget Report**

- Charli Heilmann presented the January 2023 report.
- Maria Lorensen motioned to approve the January 2023 Budget Report as presented. Larry Dunn seconded the motion. All were in favor and the motion passed.

## **3<sup>rd</sup> Agenda Item: 5 Year Strategic Plan Review**

- Nic Diehl presented the Strategic Plan Update and after some discussion, a decision was made to hold a specific meeting with local and state officials to help move forward on some topics.

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

- Staff and Executive Director reports were presented by Nic Diehl.

## **5<sup>th</sup> Agenda Item: Possible Property/Legal Matter (possible executive session)**

- Vice Chairman Leatherman asked members if a move into Executive Session was required to discuss property and legal matters. Larry Dunn motioned to move into Executive Session. Jim Whitacre seconded the motion. All were in favor and the motion passed.
- After moving out of Executive Session, Maria Lorensen moved to allow Nic Diehl to proceed as directed. Larry Dunn seconded the motion. All were in favor and the motion passed.

Larry Dunn motioned to adjourn the meeting at 7:25pm. Tana Burkhart seconded the motion. All were in favor and the motion passed.

**The meeting adjourned at 7:25PM.**