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226 Pilot Way
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Eastern WV Regional Airport Authority

ZOOM MEETING MINUTES, February 17th 2026 - 6pm

ROLL CALL		Remote	Present In Person	Absent
Chairman	Larry Dunn		✓	
Vice Chairman	Maria Lorensen		✓	
Secretary	Margie Bartles	✓		
Treasurer	Brad Close	✓		
City of Martinsburg	Heidi Crawford			✓
Berkeley County	Chip Leatherman		✓	
Berkeley County	Jim Whitacre		✓	
Berkeley County	Tosha Brown			✓
STAFF				
Executive Director	Nic Diehl		✓	
Business Manager	Craig Bartoldson			✓
Legal	Jim Marshall		✓	
Accountant	Charli Heilmann		✓	
Executive Assistant	Megean Moon		✓	

Also present: Nancy Ritter

Petitions of Citizens

None

Meeting called to order at 6PM by Chairman Dunn

1st Agenda Item: Approval of January 26, 2026, Meeting Minutes

- Maria Lorensen motioned to approve the meeting minutes as presented. Margie Bartles seconded the motion. All were in favor and the motion passed.

2nd Agenda Item: Review and approval of January 2026 Budget Report

- Charli Heilmann, CPA presented the January 2026 Budget Report. Jim Whitacre motioned to approve the January Budget Report. Maria Lorensen seconded the motion. All were in favor and the motion passed.

3rd Agenda Item: Discussion and update on Aviation Educational Endeavors

- Updates given by Nic Diehl and guest, Nancy Ritter of Marshall University.

4th Agenda Item: Review and discussion of options with cell tower

- After review, it was determined Executive Session was needed to be discussed further.

5th Agenda Item: Executive Director / Staff Reports

- Staff and Director Reports given by Nic Diehl

6th Agenda Item: Property/ Personnel/ Legal Contract Matter (Possible Executive Session)

- After it was confirmed the need to enter Executive Session to discuss contract and legal matter. Maria Lorensen motioned to enter Executive Session. Jim Whitacre seconded the motion. All were in favor and the motion passed.
- No actions were taken in Executive Session. Brad Close motioned to adjourn the meeting. Margie Bartles seconded the motion and the meeting was adjourned.

The meeting adjourned at 7:15pm