

Accomack County Airport Commission
Regular Meeting
April 09, 2009

Present:

Michael Tolbert, Chairman
Roy Custis, Vice-Chairman
Carter Crabbe, Secretary-Treasurer
Nancy D. Duncan
Kenneth Tucker
Lee Johnson
David Moon
Randall Powell

Absent:

William A. Sprague

Also Present:

Barbara Haxter, Airport Manager
Lynn Sherwood, Airport Departmental Secretary
E. Garrison Drummond
E.T. Nordstrom

The Regular Meeting of the Accomack County Airport Commission was called to Order by the Chairman, Mr. Tolbert, at 7:00 PM. This meeting was held in the conference room of the Accomack County Airport Terminal, Melfa, Virginia.

The first item of business was the review of the proposed Minutes of the March 12, 2009 Regular Meeting of the Airport Commission. Mr. Tucker moved to approve the Minutes; Ms. Duncan seconded the motion; the motion carried unanimously.

The next Item of business was the Financial Report.

Mr. Tolbert presented the April 2009 Schedule of Bills Payable. Ms. Duncan moved to approve the Bills as distributed; Mr. Moon seconded the motion; the motion carried unanimously.

The next item of business was the Resolution of Commendation to Mr. Drummond.

Mr. Tolbert said it was his pleasure to present Mr. Drummond with a Resolution of Commendation. Mr. Tolbert read the Resolution, which is attached to these minutes, on behalf of the Accomack County Airport Commission. Mr. Drummond said he enjoyed serving on the Commission but felt it was time to give someone else the opportunity to serve. Mr. Drummond thanked everyone for their support.

The next item of business was the Chairman's report.

Mr. Tolbert said he had no report to present. Mr. Tolbert welcomed Mr. Powell who was recently appointed to the Airport Commission.

The Chairman called for a report from Talbert & Bright, Inc. (TBI)

Ms. Haxter said she would present Talbert & Bright's report on their behalf.

Ms. Haxter said that TBI have prepared the grant application for the update to the Stormwater Pollution Prevention Plan (SWPPP) for funding approval at the Virginia Aviation Board meeting in May.

The next item of business was the Airport Manager's report.

Ms. Haxter thanked Mr. Tolbert for the presentation he gave to the Board of Supervisors (BoS) on behalf of the Airport. Ms. Haxter also thanked Ms. Duncan, Mr. Tucker and Mr. Powell for their support in attending the meeting.

Ms. Haxter reported that high winds earlier in the week had torn off part of the fascia board on the south end of the terminal building. Ms. Haxter said she has contacted several local contractors to obtain quotes. Ms. Haxter said she also asked the contractors to submit quotes for replacing the siding on the south end of the building that is deteriorating.

Ms. Haxter said the DOAV forwarded a copy of the report on the localizer that indicates the signal may be bouncing off trees on the west side of the runway. Mr. Ricks, from Austin Electric, is speaking with the DOAV about the possibility of

adding additional antennas that may be more cost effective than removing the trees.

Ms. Haxter said that Talbert & Bright have also had discussions with the FAA and the DOAV on the localizer issue. Ms. Haxter said grants may be available for the tree removal if necessary, and that silviculture may be another option. Ms. Haxter said that several pilots have expressed their concern about the localizer not being available when landing in bad weather conditions. Ms. Haxter has informed the DOAV of their concerns.

Ms. Haxter said there were a total of 492 aircraft operations in the month of March; 485 during business hours and 7 after hours; with 2,244.98 gallons of 100LL sold for a profit of \$1,446.34 and 99.5 gallons of Jet-A sold for a profit of \$149.50. Ms. Haxter said that bad weather has had an impact on sales this month.

Mr. Powell said he noticed a drop in local traffic on the monthly aircraft operations log and suggested that high fuel prices may be keeping based pilots from flying. Ms. Haxter said the airport's fuel prices are higher than some airports within a 50 mile radius. Ms. Haxter said the 100LL fuel was purchased when the price started to come down. It was not anticipated that fuel prices would continue to drop at the rate they did. Ms. Haxter said that fuel sales are typically down in the early part of the year, and that other airports have experienced the same decline in sales. Mr. Tolbert asked if the airport's prices were published. Ms. Haxter said they are listed on several aviation websites. Mr. Moon suggested the fuel price on 100LL should be set below \$4.00. Ms. Haxter said that while lowering the profit margin is an option, she did not recommend it. Ms. Haxter said she did not feel there would be a significant increase in traffic to justify lowering the profit margin, and that the airport needs to increase its revenues in the next couple of months in order to stay within budget.

Mr. Moon, Mr. Powell and Mr. Crabbe stated their conflict of interest as fuel consumers in the discussion of fuel pricing and signed the conflict of interest disclosure form that is to be kept with the minutes. A discussion on fuel pricing ensued.

Ms. Duncan made a motion to keep the profit margin at \$.50 per gallon; Mr. Tucker seconded the motion; a roll call vote was taken:

Mr. Johnson	nay
Mr. Crabbe	nay
Mr. Powell	nay
Mr. Tucker	aye
Mr. Custis	aye
Ms. Duncan	aye
Mr. Moon	abstained
Mr. Sprague	absent

Mr. Tolbert declared the vote tied, and as Chairman broke the tie by voting against the motion; the motion failed by majority.

Mr. Tolbert said that even though the motion failed no change had been made to the profit margin. A further discussion ensued.

Mr. Custis moved to leave the profit margin at \$.50 until June's meeting; Mr. Tucker seconded the motion. Mr. Powell suggested a friendly amendment to the motion to keep the profit margin at \$.50 until May's meeting. Mr. Tucker accepted the amendment. Ms. Duncan seconded the amended motion; a roll call vote was taken:

Mr. Johnson	nay
Mr. Crabbe	nay
Mr. Custis	aye
Mr. Powell	aye
Ms. Duncan	aye
Mr. Tucker	aye
Mr. Moon	abstained
Mr. Sprague	absent

The motion carried by majority. Mr. Tolbert asked that the discussion of fuel pricing be added to next month's agenda.

The Chairman called for Public Comment.

There was no comment from the members of the public present.

Other:

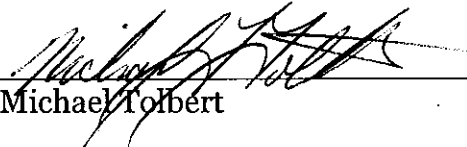
Mr. Powell asked if the Airport owned the Jet-A refueler truck. Ms. Haxter said the truck is currently being leased. Mr. Powell suggested purchasing a used refueler truck. Ms. Haxter said she would add this request to the County's capital improvement plan for possible funding.

Mr. Powell asked when the airport's summer hours would begin. Ms. Haxter said that the Commission had established the hours of operation to be 8:00 a.m. – 6:00 p.m. year-round.

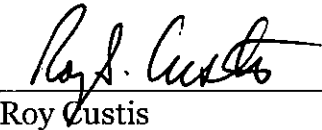
Mr. Crabbe said his business was left off the list of companies utilizing the airport that was part of the presentation to the BoS. Mr. Tolbert explained that he asked Ms. Haxter to list the companies that were the largest employers on the Shore.

Mr. Tolbert said part of his presentation to the BoS mentioned the benefits of having an agricultural aerial applicator based at the airport, and they need only ask the local farmers how important this service is to them. Mr. Tolbert said the presentation was put together on very short notice, and perhaps that section could have been titled differently.

There being no further business for discussion, Mr. Tucker moved to adjourn the meeting; Mr. Johnson seconded the motion; the motion carried unanimously. The meeting adjourned at 8:15 p.m.



Michael Tolbert Chairman



Roy Custis Vice-Chairman