

Accomack County Airport Commission  
Regular Meeting  
May 14, 2009

**Present:**

Michael Tolbert, Chairman  
Roy Custis, Vice-Chairman  
Carter Crabbe, Secretary-Treasurer  
Nancy D. Duncan  
William A. Sprague  
David Moon  
Randall Powell

**Absent:**

Kenneth Tucker  
Lee Johnson

**Also Present:**

Barbara Haxter, Airport Manager  
Lynn Sherwood, Airport Departmental Secretary

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.

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The first item of business was the review of the proposed Minutes of the April 09, 2009 Regular Meeting of the Airport Commission. Ms. Duncan moved to approve the Minutes; Mr. Sprague seconded the motion; the motion carried unanimously.

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The next Item of business was the Financial Report.

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

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

Mr. Tolbert said he was just given a letter from the Accomack-Northampton Transportation District Commission (A-NTDC) requesting that the Airport Commission provide them with either a written or oral report regarding the Airport's activities for their next meeting on July 7, 2009. A discussion ensued.

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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 the grant request for the Stormwater Pollution Prevention Plan (SWPPP) has been submitted for approval by the Virginia Aviation Board who meet next week.

Ms. Haxter said she spoke with Mr. Thacker regarding the cracks on the apron by the tie-down area. Mr. Thacker forwarded some information on the type of material and equipment that should be used for a crack seal project that will meet or exceed FAA standards. Mr. Thacker did not recommend using any products currently on the market for driveway repairs as they would not hold up well.

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

Ms. Haxter said the Board of Supervisors (BoS) approved the budget in April and that the Airport's capital project funds were cut by \$5,300.00.

Ms. Haxter said the wind damage to the roof on the south end of the terminal building had been repaired, and that a grant was obtained from the Virginia Department of Aviation (DOAV) for the insurance deductible.

Ms. Haxter said an informal T-hangar walk-through was conducted on April 15<sup>th</sup> with the County's Building Inspector. There are permanent extension cords in three hangars which needs to be corrected prior to the formal inspection.

Ms. Haxter said there is only one outlet in each T-hangar. Ms. Haxter has contacted two electricians who will provide quotes for installing additional outlets. Ms. Haxter said the tenant would be responsible for the cost. Ms. Haxter said the initial quote she received was \$297.50 for each outlet. Mr. Tolbert said that the additional outlets are for convenience only and would not increase the electrical

capacity going to the T-hangars. This needs to be made clear to tenants who may be interested in installing additional outlets. Ms. Haxter said she was waiting for further quotes and would report back. A lengthy discussion ensued.

Ms. Haxter said Mr. LeCato, Chairman of the Economic Development Authority, asked that the Airport pay a portion of the electric bill for the lights on the entrance sign or suggested turning them off in order to save money. A discussion ensued. Mr. Moon moved to have the lights on the sign turned off; Ms. Duncan seconded the motion; the motion carried unanimously.

Ms. Haxter said there were a total of 597 aircraft operations in the month of May; 581 during business hours and 16 after hours; with 5,976.75 gallons of 100LL sold for a profit of \$3,608.10 and 1,243.6 gallons of Jet-A sold for a profit of \$1,865.40.

Ms. Haxter said another load of 100LL fuel was purchased which brought the price at the pump down to \$3.62.

Mr. Tolbert said that since the goal was to have the Airport's fuel price lower than \$4.00 there was no need for the discussion on lowering the profit margin which was the next item on the agenda.

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The Chairman called for Public Comment.

There were no members of the public present.

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Other:


Mr. Moon said the Cambridge Airport was having their fly-in this weekend. Mr. Moon also said that Campbell Field is putting in a 100 ft. x 50 ft. Quonset hut, and is now offering a towing service for hand-gliders.

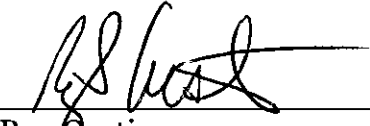
Ms. Haxter said she is researching information on how to organize and promote an air show which could potentially raise money for the Airport. Ms. Tolbert suggested starting out with smaller events first. A discussion ensued.

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There being no further business for discussion, Ms. Duncan moved to adjourn the meeting; Mr. Sprague seconded the motion; the motion carried unanimously. The meeting adjourned at 7:55 p.m.

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Michael Tolbert Chairman

  
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Roy Custis Vice-Chairman