

Accomack County Airport Commission  
Regular Meeting  
August 13, 2009

**Present:**

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

**Also Present:**

Barbara Haxter, Airport Manager  
Lynn Sherwood, Airport Departmental Secretary  
Charlotte Powell

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 July 09, 2009 Regular Meeting of the Airport Commission. Ms. Duncan moved to approve the Minutes; Mr. Custis seconded the motion; the motion carried unanimously.

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The next Item of business was the Financial Report.

Ms. Haxter said the sewer bill was high in July due in part to water used for irrigation and an increase in aircraft wash downs. A discussion on water usage ensued. Mr. Tolbert suggested Ms. Haxter contact the Department of Public Works to request an adjustment.

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

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

The Chairman had no report to present.

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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.

Mr. Thacker reported that the perimeter security fence project would be advertised on July 26<sup>th</sup>, with the pre-bid scheduled for August 11 and the bid-opening on August 20<sup>th</sup>. Once the bid numbers are received TBI will prepare the grant request for submission to the Virginia Department of Aviation (DOAV).

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

Ms. Haxter said that revenues were off significantly last year even though expenditures were kept well below budget. Ms. Haxter said that in FY09 the \$26,000.00 allocated to the Airport's budget for grant matching funds was cut, and in FY10 this allocation was further reduced by \$5,000.00. A lengthy discussion on proposed Airport improvements ensued.

Ms. Haxter circulated quotes obtained from Gerald Moore & Sons as well as Slurry Pavers for the crack seal required on the apron and T-hangar areas. A discussion ensued. Mr. Moon moved to proceed with the crack seal project pending grant approval from the DOAV; Mr. Powell seconded the motion; the motion carried unanimously.

Ms. Haxter said she contacted Mr. Stern, with the Master Hunters Program, who said they would be available to help with the Airport's wildlife program again this year. Mr. Stern said the September to November time frame would be best. Ms. Haxter said the USDA also provides wildlife management for an approximate cost of \$2,700 for two nights.

Ms. Haxter said representatives from the DOAV and Ohio State University will be coming to the Airport on August 20<sup>th</sup> to assess the localizer.

Ms. Haxter said Avfuel would offer the Airport a lease to own on the Jet-A refueler truck for \$37,365.00, approximately \$622.75 per month for 60 months. A lengthy discussion ensued.

Ms. Haxter said she met with Mr. Madden, the local representative for the JAARS Missions at the Airport event. Mr. Madden said a letter will be sent to local area churches by the end of July soliciting their help for the event which is scheduled for October 17<sup>th</sup> and 18<sup>th</sup>. Mr. Madden said that there will be a paid advertising campaign, public service announcements and a sign posted at the entrance to the Industrial Park during the event.

Ms. Haxter contacted Mr. Campbell, from Campbell Field, who said he would be interested in providing a hang gliding demonstration for the Missions at the Airport event. Mr. Madden is also trying to secure vintage cars and tractors for display.

Ms. Haxter circulated proposed Mission Statements for the Commission's consideration. A discussion ensued.

Ms. Haxter said there were 624 aircraft operations in the month of July; 601 during business hours and 23 after hours; with 7,152.48 gallons of 100LL sold for a profit of \$2,784.57 and 2,326 gallons of Jet-A sold for a profit of \$3,489.00.

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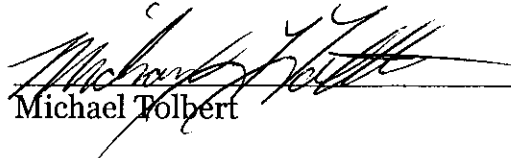
The Chairman called for Public Comment.

Ms. Powell suggested the Sheriff's Department may be able to assist the Airport in its wildlife management program.

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There being no further business for discussion, Mr. Moon moved to adjourn the meeting; Mr. Johnson seconded the motion; the motion carried unanimously. The meeting adjourned at 8:00 p.m.

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Michael Tolbert Chairman

  
Roy Custis Vice-Chairman