

Accomack County Airport Commission
Regular Meeting
September 10, 2009

Present:

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

Absent:

Nancy D. Duncan

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.

The first item of business was the review of the proposed Minutes of the August 13, 2009 Regular Meeting of the Airport Commission. Mr. Custis moved to approve the Minutes; Mr. Moon seconded the motion; the motion carried unanimously.

The next Item of business was the Financial Report.

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

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

Mr. Tolbert said the FAA is proposing changes to flight training and student pilots could now have the option of simultaneously applying for the private pilot certificate and instrument rating. Pilots going for their commercial certificate would need 10 hours of advanced instrument training instead of 10 hours of training in a complex aircraft.

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 attended the bid opening for the perimeter security fence project. Four bids were received and the lowest came in at \$61,953.00, significantly lower than the \$130,000.00 bid estimate. Ms. Haxter said the Board of Supervisors (BoS) has given their approval on the project pending State funding.

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

Ms. Haxter said the crack seal project has received DOAV funding.

Ms. Haxter said that Mr. Lipuma gave notice to vacate his T-Hangar. The T-Hangar was offered to Mr. Crabbe who was the next person on the waiting list. Two other tenants were also interested in switching T-Hangars. An addendum for these T-Hangar changes has been prepared. Mr. Tucker moved to have the Chairman sign the addendum to the Lease Agreement for those tenants changing T-Hangars; Mr. Moon seconded the motion; the motion carried by consensus with Mr. Crabbe abstaining.

Ms. Haxter said she spoke with Mr. Madden, the local representative for the JAARS Missions at the Airport event. Mr. Madden said that Eastern Shore Hang Gliding is considering participating in the event, and that he has secured approximately 25 antiques cars and several tractors for display. Mr. Madden said that WESR is planning to broadcast live from the event.

Ms. Haxter has requested that the County and the Accomack County Airport be named as additional insured on JAARS' insurance certificate, and also requested a copy of their release waiver for review by the County Attorney.

Ms. Haxter said she attended the recent Virginia Department of Aviation Conference. Several round table discussions were held on topics including firefighting capabilities on airfields and access to water, the Navaid and Economic Impact Study the DOAV is undertaking, and working with FBO's in an economic downturn.

Ms. Haxter said all airports represented at the Conference were encouraged to have their member of Congress join the General Aviation Caucus to help protect GA interests on issues such as user fees and security. Ms. Haxter presented a draft letter to Congressman Nye for the Commission's approval.

Ms. Haxter presented further research on purchasing the Jet-A refueler truck from Avfuel. Ms. Haxter said Avfuel's asking price of \$30,000 seems reasonable when compared to a similar vehicle priced at \$67,900 but the age of the truck is an issue as is the availability of replacement parts. The typical useful life of a refueler truck is around 15 years, and the truck being considered for purchase is 19 years old. Ms. Haxter said the current lease covers major repairs to the engine, transmission, belly value and differential, and any one of these repairs could cost upwards of \$2,000.00. Ms. Haxter said funds could be appropriated from within the Airport's budget to cover maintenance issues on the truck but added that all funding may be subject to budget cuts if required. A lengthy discussion ensued.

Mr. Johnson moved to maintain the lease agreement on the refueler truck; Mr. Custis seconded the motion; the motion carried unanimously.

Ms. Haxter said she is researching contract fuel options to increase Jet-A fuel sales. A brief discussion ensued.

Ms. Haxter said there were 684 aircraft operations in the month of August; 671 during business hours and 13 after hours; with 3,962 gallons of 100LL sold for a profit of \$2,565.34 and 1,888 gallons of Jet-A sold for a profit of \$2,832.00.

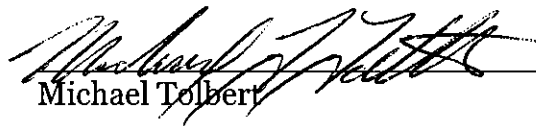
The next item of business was a discussion on the proposed Mission Statement.

Ms. Haxter circulated revised drafts of the proposed Mission Statement. A discussion ensued. Mr. Tolbert appointed Mr. Custis, Mr. Crabbe, Mr. Powell and Ms. Haxter to the Mission Statement Committee. Mr. Tolbert suggested the Commission decide on its Mission Statement at the next meeting.

The Chairman called for Public Comment.

There were no members of the public present.

There being no further business for discussion, Mr. Crabbe moved to adjourn the meeting; Mr. Sprague seconded the motion; the motion carried unanimously. The meeting adjourned at 7:50 p.m.



Michael Tolbert Chairman



Roy Custis Vice-Chairman