

Accomack County Airport Commission
Regular Meeting
October 08, 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

Absent:

Randall Powell

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 Vice-Chairman, Mr. Custis, 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 September 10, 2009 regular Meeting of the Airport Commission. Mr. Tucker moved to approve the Minutes; Mr. Moon seconded the motion; the motion carried unanimously.

The next Item of business was the Financial Report.

Mr. Custis presented the October 2009 Schedule of Bills Payable. Mr. Tucker moved to approve the Bills as distributed; Mr. Sprague seconded the motion; the motion carried unanimously.

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

Mr. Custis turned the meeting over to Mr. Tolbert who arrived at 7:15 p.m. Mr. Tolbert commented on the recent article in USA Today regarding GA airports. A brief discussion ensued.

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 a pre-construction meeting with Hurricane Fence is scheduled for October 20th to discuss the remainder of the perimeter security fence project. A start date for the project will be determined.

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

Ms. Haxter circulated the proposed Airport Capital Improvement Plan (ACIP) which is ready for submission to the Federal Aviation Administration (FAA) and the Virginia Department of Aviation (DOAV) pending the Commission's approval. A discussion ensued.

Ms. Duncan moved to submit the ACIP as presented to the FAA and DOAV; Mr. Johnson seconded the motion; the motion carried unanimously.

Ms. Haxter said Slurry Pavers will begin the crack seal project on the apron and T-hangar areas on October 19th, weather permitting. The project should take 2-3 days to complete.

Ms. Haxter said the DOAV recently conducted their license inspection and determined there are tree obstructions on the north end of the runway, some of which are not on airport property. Ms. Haxter said these obstructions will be addressed during construction of the perimeter security fence project.

Ms. Haxter spoke with Citation Shares, Flex Jet and Million Air, all of whom said that contract fuel would not be a factor in determining their fuel purchases. If there was another Fixed Based Operator (FBO) on the airfield it might make a difference but if they need fuel they will buy it whether contract fuel is offered or not. Ms. Haxter suggested offering a \$.25 discount on the Jet-A fuel if a pilot doubles his fuel purchase. A discussion ensued.

Ms. Duncan moved to offer a \$.25 discount on the Jet-A fuel if the fuel purchase is double the original amount; Mr. Johnson seconded the motion; the motion carried unanimously.

Ms. Haxter provided the Commission with an update on the JAARS Missions at the Airport event scheduled for October 17th and 18th. A brief discussion ensued.

Ms. Haxter said there were 750 aircraft operations in the month of August; 737 during business hours and 13 after hours with 3,878.57 gallons of 100LL sold for a profit of \$2,458.19 and 585.5 gallons of Jet-A sold for a profit of \$878.25. Ms. Haxter said that 962 gallons of Jet-A have been sold so far in November.

Mr. Moon excused himself from the meeting at 7:20 p.m.


The Chairman called for a report from the Mission Statement Committee.

Mr. Custis said the Committee had prepared three different statements for the Commission's comments and consideration. A brief discussion ensued. Mr. Johnson moved to accept the first of the three statements presented; Mr. Tucker seconded the motion; the motion carried by majority.

The Chairman called for Public Comment.

There were no members of the public present.

There being no further business for discussion, Mr. Tucker moved to adjourn the meeting; Mr. Crabbe seconded the motion; the motion carried unanimously. The meeting adjourned at 7:25 p.m.


Michael Tolbert Chairman


Roy Custis Vice-Chairman