

Accomack County Airport Commission
Special Meeting
March 23, 2010

Present:

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

Absent:

William A. Sprague

Also Present:

Barbara Haxter, Airport Manager
Lynn Sherwood, Airport Departmental Secretary
Dwayne McCullough

The Special 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 discussion of funding options to retain the Departmental Secretary position.

Mr. Tolbert said the purpose of the special meeting was to arrive at a consensus on how this position could be funded and present the Board of Supervisors (BoS) with a proposal prior to the April 5th public hearing on the proposed County budget. Mr. Tolbert opened the floor for discussion.

Mr. Moon suggested reducing operating expenses to the point of getting complaints about the lack of services by cutting lights, equipment rentals, phones lines, coffee, wireless internet access, and the weather service. Mr. Powell did not support eliminating the wireless and internet access which he said was important

for getting updates in poor weather conditions and for student pilots. A discussion ensued.

Mr. Tucker suggested eliminating the Commission member meeting fees entirely. Mr. Powell asked if the Board of Supervisors cut the position would the Commission fees be credited to the Airport's budget rather than going to the general fund. Ms. Duncan added that the purpose of any cost savings was to have the position reinstated in full. A brief discussion ensued.

Mr. Tolbert said he would clarify this in his address to the BoS by stating that the Commission is willing to implement these changes if the BoS would consider funding the balance to retain this position, but if they choose not to, the Commission reserves the right to retain all cost savings identified in the Airport's budget.

Mr. Tucker moved to eliminate the Commission member meeting fees; Mr. Moon seconded the motion; the motion carried unanimously.

Mr. Powell asked if Ms. Haxter had any comparisons of T-hangar fees charged at a other airports. Ms. Haxter circulated copies of the most recent research on fees. Mr. Moon, Mr. Powell and Mr. Crabbe each signed a copy of the conflict of interest disclosure which will be kept with the minutes. A brief discussion of fees ensued.

Mr. Moon suggested cost cutting measures should still be considered. A review of each line item in the schedule of bills payable was discussed.

Mr. Moon suggested eliminating the Airport's cell phone. Ms. Duncan said it was important to be able to reach the Airport Manager in the event of an emergency or when issues arise outside of normal business hours. A brief discussion ensued. Mr. Moon moved to eliminate the Airport's cell phone; Mr. Tucker seconded the motion. Mr. Tolbert called for a vote:

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

Mr. Tolbert declared the motion failed.

Mr. Moon moved to eliminate supplying coffee; Mr. Tucker seconded the motion. Mr. Tolbert called for a vote:

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

Mr. Tolbert declared the motion failed.

Mr. Johnson moved to charge a fee to rent the conference room of \$50 for 4 hours or less and \$25 for an additional 4 hours; Ms. Duncan seconded the motion; the motion carried unanimously.

The Chairman acknowledged Mr. McCullough and called for Public Comment.

Mr. McCullough said he would be able to contribute a computer to be used for weather information and flight planning and would help set it up. Mr. Moon said he also had a computer he could donate to the Airport.

Mr. McCullough, who is a member of the Melfa Flying Club, said most pilots wouldn't disagree with a small increase to help save a position but the Commission needs to look at the long term and if increases are continuous it will add up over time.

Mr. McCullough also said the AOPA website had a wealth of information available to educate the public on the importance of an airport in the community. Mr. Tolbert thanked Mr. McCullough for his comments.

Mr. Powell moved to accept Mr. Moon's offer of a computer and eliminate the DTN service once the new system is configured and operational; Mr. Johnson seconded the motion. A discussion ensued. Mr. Tolbert called for a vote:

Mr. Tucker	aye
Mr. Powell	aye
Ms. Duncan	aye
Mr. Crabbe	aye

Mr. Johnson	aye
Mr. Moon	aye
Mr. Custis	nay
Mr. Tolbert	nay

Mr. Tolbert declared the motion carried by majority.

Mr. Johnson moved to increase the transient overnight fee \$2 for single engine aircraft and \$5 for jets; Mr. Moon seconded the motion; the motion carried unanimously.

Mr. Johnson moved to increase the monthly auto parking fee by \$5; Mr. Tucker seconded the motion; the motion carried unanimously.

Mr. Powell moved to increase tie-down fees by \$5 per month; Mr. Tucker seconded the motion; the motion carried unanimously.

Ms. Duncan moved to increase T-hangar fees by 3%; Mr. Tucker seconded the motion. A discussion ensued. Mr. Tolbert called for a vote:

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

Mr. Tolbert declared the motion carried by majority.

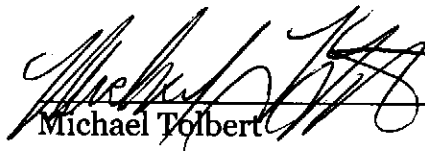
Mr. Tucker moved to reassign 16 hours of the part time Flightline Attendant's schedule to be assumed by the Departmental Secretary in order to fund the position, and in the event the position is cut, the part time Flightline hours will revert back; Mr. Moon seconded the motion. Mr. Tolbert called for a vote:


Ms. Duncan	aye
Mr. Johnson	aye
Mr. Tucker	aye
Mr. Powell	aye
Mr. Custis	nay
Mr. Moon	aye
Mr. Tolbert	aye
Mr. Crabbe	aye

Mr. Tolbert declared the motion carried by majority.

Mr. Tolbert said he will prepare a letter and include a breakdown of the elimination of Commission member fees, revenue increases and cost savings to be delivered to Mr. Miner for dissemination to the Board of Supervisors prior to the public hearing.

There being no further business for discussion, Mr. Tucker moved to adjourn the meeting; Mr. Powell seconded the motion; the motion carried unanimously. The meeting adjourned at 9:30 p.m.


Michael Tolbert Chairman


Roy Custis Vice-Chairman