



June 18, 2020

PUBLIC NOTICE

The monthly meeting of the Board of Members of the Central West Virginia Regional Airport Authority will be held on **Wednesday, June 24, 2020 at Noon** via telephone, see call-in information, below:

You can dial in at **1-877-568-4106 [Toll Free]** or **1-646-749-3129**; Access Code: **739-257-133**.

Nicholas A. Keller
Airport Director



Board Meeting
Amended Agenda
June 24, 2020 at 12:00 p.m.

Page No.

1. Approval/Correction of May 27, 2020 Meeting Minutes
2. **Legal Issues Report** – Chuck Bailey
 - A. New Hangar Lease Forms
ACTION DESIRED: Approval of new lease forms.
 - B. Update on Marshall agreements, which are now in the hands of the Attorney General for approval.
3. **Airport Director's Report** – Nick Keller
4. **Construction**
 - A. Marshall University Bids
ACTION DESIRED: Motion for the Board to approve the award of the Marshall University construction bid to the lowest bidder.
 - B. Hangar 1B and C Paraport Doors
ACTION DESIRED: Approval of the replacement of the Hangar 1B and C Paraport doors in the amount of \$140,060.00.
 - C. Other Construction Project Updates
5. **Finance** – Trip Shumate
 - A. Invoices over \$5,000.00
ACTION DESIRED: Motion for approval of payment of invoices over \$5,000.00.
 - B. Customer Facility Charge Increase
ACTION DESIRED: A motion to approve the increase of the rental car CFC fee by \$1.00.
 - C. Parking Fee Increase
ACTION DESIRED: A motion to approve the increase of the daily, long term parking fee by \$1.00.
 - D. Fiscal Year 2021 Budget
ACTION DESIRED: As recommended by the Finance Committee, a motion to adopt the FY 2021 Budget.
 - E. HVAC Cleaning Quotes
ACTION DESIRED: Approval of quotes from Stanley Steemer in the amount of \$43,675.00 for cleaning of the HVAC vent in the main terminal and Capital Jet Center.
6. **Military Affairs, Public Safety and Police** – Col. Bill Peters & James Mason
7. **Operations Report** – Russ Kennedy
8. **General Aviation Report** – Kevin Price

9. **Marketing the Airport Report** – Dominique Ranieri
Airline Activity Report
10. **Contracts and Leases**
 - A. Lease Agreement between CWVRAA and ADCI
ACTION DESIRED: Approval for Chairman to sign one-year lease subject to legal counsel approval.
 - B. Eagle Mountain Road Sanitary Sewer Engineering Proposal
ACTION DESIRED: Approval for Chairman to sign Letter Agreement Proposal between CWVRAA and CDI for the Eagle Mountain Road Sanitary Sewer.
13. **Other Business**
 - A. Board of Members
 1. Election of Officers
 2. Acknowledgment of Voting Rights
14. **Adjournment**

Reminder: The next meeting is July 22, 2020 at Noon