



August 20, 2020

PUBLIC NOTICE

The monthly meeting of the Board of Members of the Central West Virginia Regional Airport Authority will be held on **Wednesday, August 26, 2020 at Noon** via telephone, see call-in information, below:

You can dial in at **1-877-309-2073 [Toll Free]** or **1-571-317-3129**; Access Code: **145-303-909**.

Nicholas A. Keller
Airport Director



Board Meeting
Agenda
August 26, 2020 at 12:00 p.m.

Page No.

1. **Approval/Correction of July 22, 2020 Meeting Minutes**
2. **Ad Hoc Committee on Bylaws and Policy Manual** – Chairman Hill
ACTION DESIRED: Motion to adopt revisions to Board Bylaws and Policy Manual.
3. **Personnel**
 - A. Updated Organizational Chart – Nick Keller
 - B. Draft employment agreement with airport director – Chairman Hill
4. **Legal Issues Report** – Chuck Bailey
 - A. Acknowledgment of Voting Rights
ACTION DESIRED: Motion to approve the resolution on member voting rights.
 - B. Revised Hangar Lease Forms
ACTION DESIRED: Motion to approve the revised hangar lease forms.
5. **Airport Director's Report** – Nick Keller
6. **Construction** – Gen. Tackett
7. **Finance** – Trip Shumate
 - A. Invoices over \$5,000.00
ACTION DESIRED: Motion for approval of payment of invoices over \$5,000.00
 - B. Passenger Facility Charge Bond – Maggie Leaptrot
 1. Jackson Kelly Engagement Letter
ACTION DESIRED: Motion for approval to utilize Jackson Kelly for Bond Counsel Services, subject to legal counsel approval.
 2. To consider on first reading a proposed Bond Ordinance authorizing its Airport Improvement Revenue Bonds, in one or more series, in the aggregate principal amount not to exceed \$7,000,000 (the "Bonds"), to finance a portion of the costs of acquiring certain emergency, safety and maintenance equipment and constructing certain capital improvements at Yeager Airport (the "Projects") entitled:
AN ORDINANCE AUTHORIZING THE
ISSUANCE OF CENTRAL WEST VIRGINIA
REGIONAL AIRPORT AUTHORITY AIRPORT
IMPROVEMENT REVENUE BONDS, IN ONE

OR MORE SERIES IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT MORE THAN \$7,000,000 TO FINANCE A PORTION OF THE COSTS OF ACQUIRING CERTAIN EMERGENCY, SAFETY AND MAINTENANCE EQUIPMENT AND CONSTRUCTING CERTAIN CAPITAL IMPROVEMENTS AT YEAGER AIRPORT AND TO PAY OTHER COSTS IN CONNECTION THEREWITH; PROVIDING FOR THE RIGHTS AND REMEDIES OF, AND THE SECURITY FOR, THE REGISTERED OWNERS OF SUCH BONDS; AND ENACTING OTHER PROVISIONS WITH RESPECT TO SUCH BONDS.

3. To consider for approval a Reimbursement Resolution relating to reimbursement of certain capital expenditures made in connection with the Projects prior to the Issuance of the Bonds entitled:

RESOLUTION RECOGNIZING THE REASONABLE EXPECTATION OF THE REIMBURSEMENT OF CAPITAL EXPENDITURES IN CONNECTION WITH CERTAIN EMERGENCY, SAFETY AND MAINTENANCE EQUIPMENT AND CONSTRUCTING CERTAIN CAPITAL IMPROVEMENTS AT YEAGER AIRPORT MADE PRIOR TO THE ISSUANCE OF FUTURE TAX-EXEMPT BONDS.

- C. Credit card statements and financial reports are attached for your review and information
8. **Military Affairs** – Col. Bill Peters
9. **Marketing the Airport Report** – Paige Butcher
Airline Activity Report
10. **Contracts and Leases**
 - A. HVAC Cleaning Quotes
ACTION DESIRED: Motion for approval of quotes from Stanley Steemer in the amount of \$17,3775.00 for cleaning of the HVAC vents in the FAA Building.
 - B. Frontier’s Letter of Intent to replace defective cable into Capital Jet Center
ACTION DESIRED: Motion for Chairman Hill to execute the Letter of Intent to replace defective cable into Capital Jet Center in the amount of \$10,977.76.
 - C. Waste Management Service Agreement

- ACTION DESIRED:** Motion for Chairman Hill to execute the Waste Management Service Agreement.
- D. Purchase of 2021 Jeep Grand Cherokee
ACTION DESIRED: Motion for the purchase of a 2021 Jeep Grand Cherokee for a total price of \$35,300.15.
- E. Purchase of 2021 Dodge Ram Truck
ACTION DESIRED: Motion for the purchase of a 2021 Dodge Ram Truck for a total price of \$32,527.20.
- G. Coverage Opinion Counsel
ACTION DESIRED: Motion to engage legal counsel Babst/Calland to complete a coverage opinion regarding the AIG denial of coverage relating to the Corotoman matter.
- H. First Amendment to Aviation Refueler Lease Agreement with EPIC Aviation LLC
ACTION DESIRED: Motion for Chairman Hill to execute First Amendment to Aviation Refueler Lease Agreement subject to legal counsel approval.
- I. Marshall University First Addendum to Lease
ACTION DESIRED: Motion for approval for Chairman Hill to execute First Addendum to Lease with Marshall University, subject to legal counsel approval.
13. **Personnel, Military Affairs, Police, Operations, and General Aviation Reports are included in your packet for review. If you have any questions, please contact Assistant Airport Director Ranieri.**
14. **Adjournment**

Reminder: The next meeting is September 23, 2020 at Noon