



Central West Virginia Regional Airport Authority  
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MINUTES OF THE MEETING OF THE  
BOARD OF MEMBERS OF THE  
CENTRAL WEST VIRGINIA REGIONAL AIRPORT AUTHORITY

The meeting of the Board of Members of the Central West Virginia Regional Airport Authority (“CWVRAA” or “Board”) was held in the Public Use Conference Room in the Airport Director’s Office, West Virginia International Yeager Airport (“Airport”), Charleston, West Virginia, and via video conferencing, on March 22, 2023, beginning at Noon, pursuant to proper notice to the public and media.

**Board Members Present:** A roll call was taken, and the following Members were present: Ed Hill, *representing the Kanawha County Commission*, appearing in person; James Dodrill, *representing the Putnam County Commission*; appearing via video conferencing; Allen Holder, *representing the Lincoln County Commission*, appearing in person; Andrew Jordon, *representing the Kanawha County Commission*, appearing via video conferencing; Col. Bill Peters, *Ex-Officio*, appearing in person; Trip Shumate, *representing the City of Charleston*, appearing via video conferencing; General Allen Tackett, *representing the Kanawha County Commission*, appearing in person; Bernie Wehrle, *representing the Kanawha County Commission*, appearing via video conferencing; and Dr. Lew Whaley, *representing the City of Charleston*, appearing in person.

**Board Members Absent:** Brian Abraham, *representing Governor James Justice*; Mara Boggs, *representing the Kanawha County Commission*; Todd Goldman, *representing the Kanawha County Commission*; Archie Hubbard, *representing the Boone County Commission*; Rodney LeRose, *representing the Nicholas County Commission*; and Ben Salango, *representing the Kanawha County Commission*.

**Also Present:** Dominique Ranieri, *Airport Director & CEO*; Josh Potter, *Chief Financial Officer*; Paige Withrow, *Chief Marketing Officer*; Tom Mullins, *Police Officer*; Barbara Matthey, *Executive Secretary*; Katrina Bowers, *Babst Calland*; Austin Rogers, *Babst Calland*; Alan Peljovich, *ADCI*; Mara Thompson, *ADCI*; Nancy Ritter, *Director and Chief Instructor, Marshall School of Aviation*; Samme Gee, *Jackson Kelly*; Chuck Haden; Amy Haden Davis; Phillip Tucker, *Air Traffic Control*; Jason Kotzbauer, *Air Traffic Control*; Abigail See, *ADCI*, via video conferencing; and Victoria Yeager, via video conferencing.

Chairman Hill called the meeting to order at 12:03 PM. Chairman Hill honored Priscilla Haden, who passed away recently, by presenting a plaque to her children, Chuck Haden and Amy Haden Davis.

**Approval of February 22, 2023, Meeting Minutes:** Chairman Hill presented the February 22, 2023, meeting minutes for approval. A motion was then made by Dr.

Whaley, seconded by Col. Peters, to approve the February 22, 2023, meeting minutes, and the motion unanimously approved.

**Airport Director & CEO's Report** - Director Ranieri reported to the Board that Chief Johnson was not present because he was attending meetings and training at the FBI National Academy and that Assistant Director Marciano was not present because he was in Chicago at the Routes Americas Conference. Director Ranieri also presented the Board with general updates, including: a TSA Pre✓® Enrollment Event being held on Monday, April 17 through Friday, April 21, 2023; US Customs and Border Protection's Visit to CRW; COO and Assistant Director Marciano's attendance at the Routes Americas 2023 Air Service Conference; an update on Airport Road and Keyston Drive Roadwork; a Congressionally directed spending request; and grant awards. Director Ranieri also reminded the Board that Hercules will be at the Kanawha County Library on March 27, 2023, at 5:00 PM promoting the new book, *The Adventures of Hercules – A New Friend*. The employee of the month was Barbara Matthey, Executive Secretary, for her work with the Airport and the Board of Members.

**General Counsel Report** – Ms. Bowers of Babst Calland reported to the Board that Babst Calland will be reviewing the employment handbook and conducting sexual harassment training for CWVRAA employees. Additionally, Babst Calland has assisted with the evaluation of operations and leasing matters, review of various contracts, and responses to Freedom of Information Act Requests, as well as continuing to work with litigation counsel representing the CWVRAA in the Corotoman matter and a personal injury action filed in the Circuit Court of Kanawha County.

**Construction Report** – General Tackett reported to the Board that the FAA was at the Airport last week to have discussions about the runway. The FAA planned on having conversations with the Air National Guard and the Adjutant General regarding their thoughts regarding the runway, as well. Mara Thompson updated the Board regarding the following projects: Runway 5-23 Rehabilitation: Package 3; C2 Jet Bridge Installation; Eagle Mountain Road Sewer Extension; Shooter Detection System; Snow Removal Equipment Acquisition; and Improve Airport Drainage, Phase 1. Alan Peljovich reported on the active grant applications. Abigail See, *ADCI*, gave a brief overview on the Pavement Management Program showing the Visual Inspections and Data Analysis. Ms. See also presented the M&R Planning.

**Finance** – Josh Potter presented to the Board the overall Net Operating Income Statement showing a net loss of over \$400,000 before Federal Relief Funds and stated that the CWVRAA budgeted to have a net loss of over \$1,000,000.00. The revenues and expenses are under budget. The General Aviation revenues fund is over budget as are our operating expenses due to the cost of goods sold in fuel sales. The overall General Aviation fund shows a small income. There is about \$2,500,000.00 remaining in the Federal Relief Fund.

**Military Affairs and Public Safety Report** – Col. Peters reported 12,500 gallons of fuel were sold this past month. Additionally, Col. Peters reported that there were a lot of

military visits, that a site tour was completed yesterday, and that military exercises begin in May and June. Col. Peters also reported on the status of Mallory Airport.

**Ad Hoc General Aviation** – Mr. Dodrill had no report regarding the Ad Hoc General Aviation Committee but did express gratitude to General Tackett for communicating with TAG regarding the Runway extension. A white paper from TAG is already being put together regarding the benefit of the runway extension to the 130<sup>th</sup>.

**Marshall University Bill Noe Flight School Update** – Nancy Ritter presented to the Board that there are currently 70 students on flying status with six non-degree seeking students. The numbers for the fall class look very good. They are on schedule for an aircraft delivery both this year and next. Presently there are six aircraft and options to increase the fleet through 2027. On March 30, 2023, there will be an event together with the Education Alliance. On April 3, 2023, the President and CEO for Executive Jet Management will be coming in to speak. Paige Withrow will have both of those invitations for anyone wanting to attend. Marshall also is partnering with Sirius at “Sun ‘n Fun.”

**Action Items:**

*Election of Vice Secretary* – After a brief discussion and there having been only one nominee, James Dodrill, a motion to close nominations was made by Dr. Whaley, seconded by Gen. Tackett, and unanimously passed. Mr. Dodrill accepted the responsibilities of Vice Secretary.

*Airport Parking Refunding and Improvement Revenue Bonds (Taxable), Series 2015 A – Amendment to Interest Rate Index* – Samme Gee presented to the Board the need to consider for adoption a proposed Supplemental Resolution approving the amendment of the applicable interest rate index of the Airport Parking Refunding and Improvement Revenue Bonds (Taxable), Series 2015 A (the “Series 2015 A Bonds”). After a brief discussion, a motion for the Board to adopt the proposed Supplemental Resolution approving and amending the applicable interest rate index for the calculation of the interest rate of the Airport Parking Refunding and Improvement Revenue Bonds (Taxable), Series 2015 A; authorizing the execution and delivery of a first amendment to the Bond; and authorizing the execution and delivery of such other documents and the taking of such other actions as may be necessary or appropriate for such amendment, was made by Dr. Whaley, seconded by Col. Peters, and unanimously passed.

*Runway Rehabilitation Phase 3 – Change Order 1* – After a brief explanation and discussion, a motion for the Board to approve Runway Rehabilitation Phase 3 – Change Order 1 was made by Mr. Holder, seconded by Dr. Whaley, and unanimously passed.

*License Agreement with Tyler Morgan, L.L.C. for Military Training* – After a brief discussion, a motion for the Board to approve and authorize Chairman Hill to sign License Agreement with Tyler Morgan, L.L.C. for Military Training was made by Col. Peters, seconded by General Tackett, and unanimously passed.

*Resolution Supporting the Request of the Lincoln County Commission for the Creation of Postage Stamp Honoring General Yeager* – After a brief discussion, a motion for the Board to approve the Resolution Supporting the Request of the Lincoln County Commission for the Creation of Postage Stamp Honoring General Yeager was made by Mr. Holder, seconded by Col. Peters, and unanimously passed.

There being no further business to discuss, the meeting adjourned at 12:58 PM.

The next meeting is scheduled for April 26, 2023, at Noon.



R. Edison Hill, Chairman



James Dodrill, Vice Secretary