



Central West Virginia Regional Airport Authority
100 Airport Rd, Suite 175 – Charleston, WV 25311-1080
Phone: 304-344-8033 Fax: 304-344-8034
www.yeagerairport.com

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 (“CRW” or “Airport”), Charleston, West Virginia, and via video conferencing, on July 26, 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 in person; Todd Goldman, *representing the Kanawha County Commission*; appearing in person; Andrew Jordon, *representing the Kanawha County Commission*, appearing in person; Lisa Pack, *representing the Kanawha County Commission*, appearing in person; Col. Bill Peters, *Ex-Officio*, appearing in person; Trip Shumate, *representing the City of Charleston*, appearing in person; General Allen Tackett, *representing the Kanawha County Commission*, appearing in person; and Lance Wheeler, *representing the Kanawha County Commission*, appearing in person.

Board Members Absent: Brian Abraham, *representing Governor Jim Justice*; Mara Boggs, *representing the Kanawha County Commission*; Allen Holder, *representing the Lincoln County Commission*; Archie Hubbard, *representing the Boone County Commission*; Rodney LeRose, *representing the Nicholas County Commission*; Bernie Wehrle, *representing the Kanawha County Commission*; and Dr. Lew Whaley, *representing the City of Charleston*.

Also Present: Dominique Ranieri, *Airport Director and Chief Executive Officer*; LJ Marciano, *Chief Operating Officer*; appearing via video conferencing; Eric Johnson, *Chief of Police*; Andrew Gunnoe, *Chief Development Officer*; Josh Potter, *Chief Financial Officer*; Barbara Matthey, *Executive Secretary*; Mindy Shaffer, *Executive Assistant*; Morgan Good, *Accounts Receivable Specialist*; Katrina Bowers, *Babst Calland*; Mara Thompson, *ADCI*; Alan Peljovich, *ADCI*; Joe Reidy, *Three Point Strategies*; Stacy Brooks, *Pluri Potent Partnership*; and Jason Kotzbauer, *Air Traffic Control*.

Chairman Hill called the meeting to order at 12:00 PM.

Approval of June 28, 2023, Meeting Minutes: Chairman Hill presented the June 28, 2023, meeting minutes for approval. A motion was made by Mr. Wheeler, seconded by

Mr. Shumate, to approve the June 28, 2023, meeting minutes, and the motion was unanimously approved.

Airport Director & CEO's Report – Director Ranieri reported to the Board the following updates: the Airport is seeing its highest number of enplanements since 2019; the TSA regulatory inspection was conducted this month, with zero findings or issues; CRW has been in communication with staff members for Senator Manchin, Senator Capito, and Congresswoman Carol Miller regarding the 2023 FAA Reauthorization legislation; there will be an employee picnic coming up and the Board is invited to attend; there will be a Personnel Committee meeting soon to discuss the revisions to the Employee Handbook before presentation to the full Board for consideration; and the Airport is hiring. The Employee of the Month is Morgan Good, an Accounts Receivable Specialist.

General Counsel Report – Mrs. Bowers of Babst Calland presented her report to the Board. Babst Calland has prepared a draft of the revised Employee Handbook; assisted with the analysis of various employment matters and operational matters; advised the Authority regarding several West Virginia Freedom of Information Act requests and prepared responses thereto; assisted with the evaluation of a claim for personal injuries for an alleged trip and fall in the Airport; and, continued to work with litigation counsel regarding the Corotoman matter and an employment matter.

Construction Report – General Tackett reported to the Board that he met with Director Ranieri and Mr. Gunnoe regarding the Environmental Impact Study and the concern about the next step in the process. General Tackett is contacting Senator Manchin and Senator Capito's offices regarding this issue. Alan Peljovich updated the Board regarding the following projects: Runway 5-23 Rehabilitation-Package 3; Shooter Detection System; Snow Removal Equipment Acquisition; Improvement Airport Drainage, Phase 1; GA Apron Expansion; and Terminal Roof Repairs, Phase 1. Mr. Peljovich also updated the Board on the Active Grant Application.

Finance – Mr. Goldman reported to the Board that there are ten operating revenue sources at the Airport, five of which exceeded revenue expectations in the budget. Our expenses are generally under budget. Mr. Goldman identified two important take aways in looking at year end statements: 1) we exceeded revenue expectations in five of the ten categories and 2) the administration has done a good job of controlling expenses.

Military Affairs and Public Safety Report – Col. Peters reported to the Board that 37 military aircraft made fuel stops over the past month purchasing close to 22,000 gallons of fuel exceeding last year's total by June 16, 2023.

Ad Hoc General Aviation – Mr. Dodrill reported to the Board that there was nothing to report this month.

Marshall University Bill Noe Flight School Update – Director Ranieri reported that CWVRAA met with Nancy Ritter and Bill Noe of Marshall University to discuss a five year plan at Marshall and associated expansion plans. The Flight School will be working on

the second hangar that was considered in their original lease and working on an expansion of the classrooms as well. It was also reported that with the fall class there will be over 100 students at this facility.

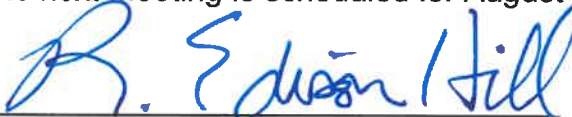
Action Items:

ADCI – Comprehensive Program Management Services – Continuation of 2023-2024 – After a brief discussion, a motion for the Board to approve the Chairman to sign Task Order 1000 between ADCI and CWVRAA for continuation of Comprehensive Program Management Services for 2023-2024 was made by Mr. Dodrill, seconded by Mr. Goldman, and unanimously passed.

West Virginia Infrastructure and Jobs Development Council Grant [US Customs IJDC Request #8] – After a brief discussion, a motion for the Board to approve the reimbursement request for invoices related to the US Customs Building and for the Chairman to sign the Resolution of the CWVRAA Approving Invoices Relating to Design, Construction, and Other Services for the United States Customs Project and Authorizing Payment Thereof was made by Mr. Goldman, seconded by Mrs. Pack, and unanimously passed.

There being no further business to discuss, the meeting adjourned at 12:28 P.M.

The next meeting is scheduled for August 23, 2023, at Noon.



R. Edison Hill, Chairman



James Dodrill, Vice Secretary