

**MINUTES**  
**Brookneal/Campbell County Authority**  
**January 23, 2008**

Members in Attendance:

Larry Nash, Chairman  
John Barksdale, Vice-Chairman  
Carter Elliott, Treasurer  
Frank Greene, Secretary  
Richard Adams  
Stacey Hailey

Members Absent:

None

Other Attendees:

J. D. Puckett, Campbell County Board of Supervisors  
Mike Davidson, Director of Campbell County Economic Development  
Bill Wheaton

The meeting began at 8:05 P. M.

Approval of Minutes:

The minutes of December 19, 2007, were approved.

Financial Report:

A) Payment of Bills

Checks were written and signed for five (5) invoices as noted on the attached financial statement of January 2008.

B) Financial Report

Mr. Davidson led a discussion of the attached financial report. It was noted that the final pay request for runway rehabilitation, as noted under pending revenue, in the amount of \$69,652 is anticipated from the FAA. Mr. Davidson reported that the two (2) CDs in the total amount of \$35,919.72 matured on January 19, 2008. These were renewed for eight (8) months at an annual rate of 3.78%.

### Projects Update:

#### A) Runway Rehabilitation

As previously noted, the Authority is waiting on final payment of funding for the project.

#### B) Fencing Project

Mr. Nash reported that the fencing project has been completed and a punch list prepared by Delta Consultants has been forwarded to the contractor. The additional work must be completed within 30 days. Tracy Saunders of Delta Consultants will review the project Friday, February 1, 2008. In addition to the items listed on the punch list, the Authority has expressed concern relative to the installation of the pedestrian gate, and at this juncture this item of construction is unacceptable.

#### C) Taxi and Apron Paving Design

The planning for this project is ongoing by Delta Consultants.

#### D) Rules & Regulations -- Minimum Standards Guidelines

Mr. Davidson presented the Authority with the final version of these two documents. These will be reviewed by the Authority members prior to adoption.

### Web Site Page, URL

Mr. Davidson suggested the Authority consider placing a link on the county's web site to provide information to the public about the airport facility and mission of the BCCAA. This would include, but is not limited to, Authority members' names, Rules and Regulations, Minimum Standards, press releases, and physical aspects of the airport. Mr. Davidson requested input from Authority members as to the content of this site.

### Annual Reports for 2006/2007:

Mr. Davidson distributed a draft copy of the annual reports. He requested the members review same for finalization at the February meeting.

### Member Comments:

Mr. Nash led a discussion concerning the possible future construction of a heliport outside the secured area. Sources of funding were examined. Future efforts will be made to seek funding for this type project. Such a facility will provide quicker access to aircraft by emergency personnel.

Mr. Adams advised that he had received several phone calls concerning the inability of individuals to access the parking area due to the locked pedestrian gate. Efforts will be made to provide authorized individuals with the gate code to eliminate this problem. Mr. Davidson stated he would confer with Emergency Services to determine if they would cooperate in providing the lock code through a 911 call. No code is needed to exit the secured area, only to re-enter.

Mr. Barksdale related that he had spoken with a Mr. Crenshaw Reed with Weed Control, Inc., whose company provides a vegetation control service for airports and other large facilities. He will try to schedule Mr. Reed for our February meeting to discuss the growth retardation of vegetation.

Mr. Greene suggested that a strobe light be purchased for vehicles traversing areas adjacent to the runway since such a device is required by the Rules and Regulations that have recently been developed. The Authority agreed to proceed with this purchase.

CLOSED MEETING:

On motion of Mr. Barksdale, it was resolved the Airport Authority enters into a closed meeting at 8:53 p.m. to discuss personnel matters, in accordance with 2.2-3711 (A)(1) of the Code of Virginia, as amended.

The vote was: Aye: Nash, Barksdale, Elliott, Greene, Adams, Hailey  
Nay: None  
Absent: None

The Airport Authority entered into a closed meeting on this 23rd day of January, 2008 at 8:55 p.m. to discuss personnel matters, in accordance with 2.2-3711 (A)(1) of the Code of Virginia, as amended.

On motion of Mr. Barksdale, it was resolved the meeting return to open session at 9:07 p.m.

The vote was: Aye: Nash, Barksdale, Elliott, Greene, Adams, Hailey  
Nay: None  
Absent: None

On motion of Mr. Barksdale, the following resolution was adopted.:

**CERTIFICATE OF CLOSED MEETING**

WHEREAS, the Brookneal/Campbell County Airport Authority had convened a closed meeting on the 23rd day of January 2008 pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, 2.2-3711 of the Code of Virginia requires a certification by the Brookneal/Campbell County Airport Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Brookneal/Campbell County Airport Authority thereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Brookneal/Campbell County Airport Authority.

The roll call vote was:           Aye: Nash  
  Aye: Barksdale  
  Aye: Elliott  
  Aye: Greene  
  Aye: Adams  
  Aye: Hailey  
  Nay: None  
          Absent During Meeting: None  
                  Absent During Vote: None

The meeting was adjourned at 9:15 P. M.

Respectfully submitted,

F. T. Greene, II  
Secretary

**Jan.  
2008**

**Brookneal  
Campbell County  
Airport**



**Certificates of Deposit**

CD- 5029	<b>\$17,959.86</b>
CD- 5037	<b>\$17,959.86</b>
<b>Total</b>	<b>\$35,919.72</b>

<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Check No.</i>	<i>Deposit</i>	<i>Payment</i>	<i>Balance</i>
Checking Account	Balance Brought Forward					\$18,731.34
11/28/2007	Allied Security Systems, Inc.	November Invoice/service call	1101		\$190.20	\$18,541.14
12/17/2007	DOVA	Pay request #3		\$8,150.28		\$26,691.42
12/20/2007	Southside Electric Cooperative	Electricity	1100		\$85.90	\$26,605.52
12/20/2007	Allied Security Systems, Inc.	December Invoice	1102		\$18.00	\$26,587.52
12/20/2007	Delta Airport Consultants	Fence design/construction Invoice #8,	1103		\$9,055.86	\$17,531.66
12/31/2007	Southside Electric Cooperative	Capital Credit Retirement Fund- Dividend		\$39.92		\$17,571.58
12/31/2007	DOVA	Runway Rehab pay request #3 FINAL		\$2,606.18		\$20,177.76
1/2/2008	Campbell County	Install Security Fence project local share reimburse		\$10,791.62		\$30,969.38
1/14/2008	DOVA	Install Security Fence project		\$87,080.12		\$118,049.50
<b>Balance Checking Account</b>						<b>\$118,049.50</b>

**Current Funds Available**

**\$153,969.22**

<b>Current Invoices</b>			
#1	Southside Electric Cooperative	electricity	\$85.37
#2	Allied Security Systems	Monthly surveillance	\$18.00
#3	Delta Airport Consultants	Invoice # 1 & 10	\$8,654.74
#4	Delta Airport Consultants	Invoice # 14	\$2,606.18
#5	Long Fence Company	Install Security Fence (PR#1)	\$93,100.95
			<b>\$104,465.24</b>

**Total Funds Available After Monthly Expenses**

**\$49,503.98**

<b>Pending Invoices</b>			<b>Pending Revenue</b>	
Delta Airport Consultants	Invoice #14- Runway Rehab, not submitted to FAA or DOVA for reimbursement *	\$2,107.75	8/21/2007 FAA	Pay request #5 final runway Rehab <b>\$69,652.00</b>
Marvin V Templeton	Pay request three- final	\$61,865.33	1/15/2008 DOVA	Pay request #5 Security Fence \$2,012.00
Delta Airport Consultants	Invoice #15- Runway rehab- Final	\$4,956.18		
Delta Airport Consultants	Invoice #11- 1-15-07 Install security fence	\$2,235.56		
Delta Airport Consultants	Invoice 31- Rehab TW connector and Apron	\$2,587.66		
Delta Airport Consultants	Invoice 3- Rehab TW connector and Apron	\$21,054.17		
<b>Total Pending Invoices</b>		<b><u>\$94,806.65</u></b>	<b>Total Pending Revenue</b>	
			<b><u>\$71,664.00</u></b>	

\*Partial payment made on 1/23/08