

MINUTES
Brookneal/Campbell County Airport Authority
January 28, 2009

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

The meeting was called to order at 8:00 P. M.

Approval of Minutes:

The minutes of November 26, 2008, were approved as amended. (Copy attached)

Financial Report:

The financial reports for December 2008 and January 2009 were distributed by Mr. Davidson. (Copies attached)

Three (3) checks totaling \$164.41 for the December invoices were approved and processed prior to the January meeting. This was necessary since the Authority did not convene in December 2008.

The current invoices for January were approved for payment, and five (5) checks totaling \$5,573.69 were prepared and signed. The two invoices for Delta Consultants were combined into one check.

Mr. Davidson presented the Authority with the audit prepared by Robinson, Farmer, Cox Associates for the year ended June 30, 2008.

Draft FY 2010 Budget:

Mr. Davidson distributed the proposed budget for FY 2010 (Copy attached). The right column depicts the adopted budget for FY 2009. The proposed budget is approximately \$2,700 less than that adopted for 2009, accomplished by a sizeable reduction of \$2,500 in maintenance repair -- building/grounds. The budget was approved as presented. Since there are remaining funds in this category for the current fiscal year, the Authority discussed the need for spraying vegetation which has grown in the clear-cut areas defined by the approaches to Runways 6 and 24. An effort will be made to contact DOAV relative to funding for a spraying project which will necessitate some local funding. Additionally, inquiries will be made locally for individuals/businesses as to the cost for such a project.

Funding for Taxiway Apron:

At the November meeting, there was speculation that funding might be available for partial rehabilitation of the taxiway and apron. Mr. Nash announced that he has determined through conversations with Mr. Robinson with the FAA no additional funding is available at this time. Should the Authority request maintenance funds from DOAV, the local share would increase to 20% which is not currently feasible. Mr. Nash consequently has advised Mr. Robinson that the Authority would delay the project to 2010.

Airport Capital Improvement Plan (ACIP):

Mr. Davidson distributed the ACIP through FY 2013 (copy attached). Since the taxiway and apron rehabilitation project could not be completed in FY 2009, the plan will be revised to move the rehabilitation plan to FY 2010. Any local funds in FY2008 not allocated will be carried forward.

EOC/NIMS Security Update:

Mr. Greene reviewed the BCCA Emergency Plan that was distributed at the November meeting and explained some of the changes that had been made in the draft copy. Incorporating the input from Authority members, this document will be returned to the Office of Campbell County Public Safety for preparation of the final draft which will be presented at the February meeting.

Gate Key Policy:

Mr. Davidson led a discussion of the gate key policy (copy attached). The Authority recommended that locks be purchased that will not accept reproduced keys. This is to prevent key holders from making extra copies resulting in unauthorized individuals gaining access to restricted areas. The Authority also suggested a \$25 fee for each key issued.. This charge will not apply to emergency and law enforcement personnel; however, records will be maintained as to those individuals/entities who receive keys. The gate key policy was approved.

Branding Logo:

Mr. Barksdale presented several designs for the logo identifying the airport. A final selection was made. This logo will be used to prepare signage near the roadway and/or on the office building. Additionally, a version of the logo could be made into patches for caps, shirts, etc. He will contact several sign companies to determine the cost of sign construction.

Closed Session to Discuss a Prospective Business/Industry:

On a motion of Mr. Elliott, seconded by Mr. Hailey, and duly adopted by unanimous vote, the Brookneal/Campbell County Airport Authority enters into a closed session at 9:39 pm in accordance with 2.2-3711 (A)(5) of the Code of Virginia of 1950, as amended; discussion or consideration of prospective business(es) and industry(ies) and discussion or consideration of expansion of existing business(es) and industry(ies), for the purpose of discussing a prospective new business and/or the progress of expansion projects.

The vote was: Aye: 6
Nay: None
Absent: None

On a motion of Mr. Hailey, seconded by Mr. Barksdale, and duly adopted by unanimous vote, the Brookneal/Campbell County Airport Authority reconvenes in open session at 10:07 pm.

CERTIFICATE OF CLOSED MEETING

WHEREAS, the Brookneal/Campbell County Airport Authority has convened a closed session on the 28th day of January, 2009, 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 session was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Brookneal/Campbell County Airport Authority hereby certifies that, to the best of each member's 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: Mr. Nash

Aye: Mr. Barksdale

Aye: Mr. Elliott

Aye: Mr. Greene

Aye: Mr. Adams

Aye: Mr. Hailey

Nay: None

Absent During Meeting: None

Absent During Vote: None

The meeting was adjourned at 10:10 pm.

Respectfully submitted,

F. T. Greene, II
Secretary