

MINUTES
Brookneal/Campbell County Airport Authority
August 27, 2008

Members in Attendance:

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

Other Attendees:

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

The meeting was called to order at 8:02 P. M.

Approval of Minutes:

The minutes of July 23, 2008, were approved.

Financial Report:

- Payment of Bills

Checks were written for six (6) invoices listed on the attached financial report. The amount shown for Austin Electric (\$1,200.80) was an estimate that was provided to DOAV for their participation in the payment. The actual charge was \$1,743.68.

- Audit

Mr. Davidson presented the Authority with a copy of the FY2008 audit. There were no negative comments, and the draft financial report for the year ending June 30, 2008, should be finalized in September.

- Budget

Mr. Davidson presented a revised FY2009 budget. It is noted that the Authority has received permission to carry over unused monies from the FY2008 budget.

These amounts are shown on the attachment. Additionally, all remaining CIP funding that is committed, but not spent, will be carried to the next budget year.

Projects Update:

- Rotating Beacon Repair

Mr. Nash reported on the damage incurred by a lightening strike to the rotating beacon and runway lighting. This damage has been repaired by Austin Electrical Construction, Inc. The same incident also damaged the security system and has since been repaired by Allied Security Systems. These are the two (2) expenditures noted under Current Invoices on the attached Financial Statement.

- EOC/NIMS Security

Mr. Greene reported that the safety and security document was nearing completion and would shortly be ready for typing a first draft. Some additional information is needed, including development of staging maps, prior to preparing the final document.

- Fencing Project

Mr. Nash announced that all work on the fencing project has been completed and the project closed but approval for final payment from DOAV to Long Fence Company and Delta Consultants is still outstanding. All documentation and requests for this action have been completed.

Web Site:

Mr. Davidson led a discussion of developing a web site for the Authority which would be included on the Campbell County Community Development web site. He also presented a list of various topics that could be listed. The cost for this inclusion would be \$1,700, with \$500 absorbed by the Office of Community Development. The Authority approved an expenditure of \$1,200 for this project. Funding will be transferred from a current maintenance line item (Building Repairs) or from monies carried over from the FY2008 budget.

The meeting was adjourned at 8:47 P. M.

Respectfully submitted,

F. T. Greene, II
Secretary

**Aug.
2008**

**Brookneal
Campbell County
Airport**



Certificates of Deposit

CD- 5029	\$18,496.88
CD- 5037	\$18,731.55
Total	\$37,228.43

<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					\$15,472.80
7/9/2008	Harland Clarke Brook	Check Charge	Debit		\$76.16	\$15,472.80
7/23/2008	Allied Security Systems, Inc.	Monthly surveillance, Invoice #190946	1139		\$18.00	\$15,454.80
7/23/2008	Allied Security Systems, Inc.	Labor Charge (X2), Invoice #190264	1140		\$128.00	\$15,326.80
7/23/2008	Southside Electric Cooperative, Inc.	Monthly electric	1141		\$90.27	\$15,236.53
Balance Checking Account						\$15,236.53

Current Funds Available

Current Invoices						
#1	Southside Electric Cooperative	Electricity	1142		\$86.83	
#2	Allied Security Systems	Monthly surveillance	1143		\$18.00	
#3	Allied Security Systems	Transformer	1143		\$11.25	
#4	Allied Security Systems	Storm repairs	1143		\$413.58	
#5	Embarq	Monthly phone	1144		\$10.01	
#6	Austin Electrical Constr. Inc.	Rotating beacon and radio control transmitter	1145		\$1,280.00	
TOTAL					\$1,819.67	

Total Funds Available After Monthly Expenses

\$52,645.29

Pending Invoices

Delta Airport Consultants	Invoice 6- Rehab TW Connector & Apron	\$3,729.63
Delta Airport Consultants	Invoice 7- Rehab TW Connector & Apron	\$1,542.86

Pending Revenue

Town of Brookneal*	Admin Reimb. #041808	\$552.07
Town of Brookneal**	Admin Reimb. #061608	\$407.93

Long Fence Company	Install Security Fence - Alternate I	\$17,629.70		
DOAV	Install Security Fence - Design & Const. Svcs.	\$3,919.36		
	Total Pending Invoices	\$26,821.55	Total Pending Revenue	\$960.00

*Partial payment of \$1091.03 made on 5/19/08.
 Remainder to be paid through in-kind services.
 **This bill to be paid through in-kind services.

