

MINUTES
Brookneal/Campbell County Airport Authority
September 24, 2008

Members in Attendance:

Larry Nash, Chairman
John Barksdale, Vice-Chairman
Frank Greene, Secretary
Richard Adams

Members Absent:

Carter Elliott, Treasurer
Stacey Hailey

Other Attendee:

J. D. Puckett, Campbell County Board of Supervisors

The meeting was called to order at 8:45 P. M.

Approval of Minutes:

The minutes of August 27, 2008, were approved.

Financial Report:

- Payment of Bills

Payment was approved and checks were written for three (3) invoices shown on the attached financial report of September 2008. Two (2) additional checks were written to Delta Airport Consultants and Long Fence Company in the amounts of \$3,919.36 and \$17,629.70 respectively. These two (2) checks represent final payment for the fence construction project.

- Audit

The final financial report (audit) prepared by Robinson, Farmer, Cox Associates was presented to Authority members. This report covers the fiscal year ended June 30, 2008.

EOC/NIMS Security Update:

Mr. Greene reported that the safety and security document had been completed and was being prepared for a first draft review. Some difficulty has been encountered with software; however, it is anticipated this should be corrected shortly. Additional information for inclusion in the document was gathered from Authority members present.

Web Site Update:

A web site update prepared by Mr. Davidson was distributed (copy attached). The information contained lists the web sites that can be utilized to reach the Brookneal/Campbell County Airport page.

Matters from Authority Members:

- Mr. Barksdale requested input from Authority members relative to information to be included on a sign for the airport building. Currently, there is no identification of the building or property. He further stated that he would prepare a mock up of a sign for review by the Authority.
- Mr. Adams announced that he had been contacted by an official of the Virginia Department of Transportation as to the feasibility of utilizing the runway pavement for calibration of pavement testing equipment. This equipment measures density, ride ability, abrasiveness, etc. Initial testing would establish a baseline for the existing pavement which would be used for future calibration. Currently, VDOT utilizes the Smart Road at Blacksburg, and the use of BCCA would eliminate the expense and time of travel. This appears to be a win win situation, since the Authority can use the measurements to document runway conditions. While this request is in a very early stage, the Authority requested that Mr. Adams pursue this idea.

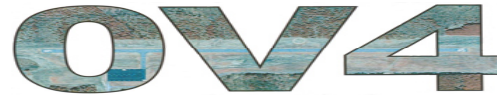
The meeting was adjourned at 9:35 P. M.

Respectfully submitted,

F. T. Greene, II
Secretary

**Sept.
2008**

**Brookneal
Campbell County
Airport**



Certificates of Deposit

CD- 5029	\$18,967.41
CD- 5037	\$18,766.14
Total	\$37,733.55

<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, I	Monthly electric	1141		\$90.27	\$15,236.53
Balance Checking Account						\$15,236.53
						\$52,970.08

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	
		Rotating beacon and radio control transmitter				
#6	Austin Electrical Constr. Inc.		1145		\$1,280.00	
					TOTAL	\$1,819.67
Total Funds Available After Monthly Expenses						\$51,150.41

Pending Invoices			Pending Revenue		
Delta Airport Consultants	Invoice 6- Rehab TW Connector & Apron	\$3,729.63	Town of Brookneal*	Admin Reimb. #041808	\$552.07
Delta Airport Consultants	Invoice 7- Rehab TW Connector & Apron	\$1,542.86	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.

WEB SITE UPDATE

- The template pages have been created on the Campbell County Economic Development Website (www.campbellvirginia.com), we have not been invoiced for the work as of 9-16-08;
- As discussed there are five pages in the airport site, 0V4 Airport Home, Authority Board, Airport Information, Links, and FAQ;
- A domain name of www.brooknealcampbellairport.com has been secured and links directly to the 0V4 Airport Home page in the ED web site;
- The web pages and domain name went live on September 10;
- Partial text has been placed on three of the five pages and in October I will have text inserted in the remaining pages;