

**CHESAPEAKE AIRPORT AUTHORITY**  
**MINUTES**  
**DECEMBER 14, 2021**

The regular meeting of the Chesapeake Airport Authority was on Tuesday, December 14, 2021 at 7:00 p.m., at the Chesapeake Airport, Chesapeake Virginia.

**MEMBERS PRESENT:** Chad Diederich, Wynn Dixon, Kevin Beethoven,  
Richard Cheliras, Gregg Benshoff and Meredith Kennedy

**VIA ZOOM TECHNOLOGY** CT Cowling

**AIRPORT MANAGER:** Chris Schrantz

**ACCOUNTING MANAGER:** Mary Cover

**LEGAL COUNSEL:** Anita Poston, Vandeventer Black, LLP  
Ross Green, Pender & Coward

**CALL TO ORDER**

Vice-Chairman Dixon called the December 2021 meeting to order at 7 pm.

**CLOSED MEETING**

Ms. Kennedy made the following motion: I move that the Chesapeake Airport Authority convene in a closed meeting in accordance with Virginia Code Section 2.2-3711(A)(7): to enter into consultation with our legal counsel with briefing by staff and consultants pertaining to actual or probable litigation where such consultation in open meeting would adversely affect the negotiating position of the Authority. The motion was properly seconded and unanimously passed.

**OPEN MEETING**

Following the Closed Meeting, the Open Meeting resumed at approximately 7:20 p.m.

Ms. Kennedy moved for adoption of the following resolution: Now, therefore, be it resolved that the board of the Chesapeake Airport Authority hereby certifies that to the best of each member's knowledge: (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Code, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the closed meeting. The motion was duly seconded and a roll call vote to certify the Closed Meeting was taken as follows:

Mr. Benshoff	Yes
Mr. Dixon	Yes
Ms. Kennedy	Yes
Mr. Diederich	Yes
Mr. CT Cowling	Yes
Mr. Chileras	Yes

A motion was made to grant the manager negotiating authority, up to the limits approved by the FAA. The motion was duly seconded and approved 7-0.

**MOTION TO APPROVE THE MINUTES FROM OCTOBER MEETING**

A motion was made and duly seconded, to accept the minutes from the November 2021 meetings. The motion passed unanimously.

**MOTION TO APPROVE FINANCIAL STATEMENTS**

Ms. Kennedy reviewed the financial statements for November 2021 and made a motion to accept them as presented. The motion was duly seconded and passed unanimously.

**INVOICES OVER \$4,999**

Mr. Schrantz advised that there were no new invoices to approve at this time.

**Invoices Previously Approved:**

11/08/2021	US Bank	Bond Payment	\$	9,493.00
11/15/2021	Dominion Power	Utility Billing		1,193.50
11/15/2021	CBA Lighting	Lights		1,845.40
11/17/2021	Dominion Power	Utility Billing		1,748.73
11/04/2021	DOAV	Easement Repayment		50,894.09
11/09/2021	DOAV	Easement Repayment		19,792.14

A motion to approve the invoices over \$4,999 as presented was made. The motion was duly seconded and passed unanimously.

**OLD BUSINESS**

Mr. Diederich asked for Talbert & Bright to present the options for the FBO so that we are ready for the build in the spring. Mr. Schrantz discussed the procedures that are in place to determine the final amounts for the bond.

**ENGINEERS REPORT Submitted By Steve Peterson, Talbert & Bright**

**T-Hangar Pavement Rehabilitation – Phase 1 (Construction)**

The contractor is planning to perform punch list item work next week. One item included scraping some of the seal coat back in one area to confirm there are no cracks in the underlying asphalt. This is less invasive than coring.

**T-Hangar Pavement Rehabilitation – Phase 2 (Construction)**

Due to weather concerns the start of construction has been pushed to the Spring.

**Runway and Taxiway Lighting Rehabilitation**

90% plans, specifications and design engineers report were submitted to the FAA, DOAV and airport manager. We are waiting on final comments and approval to bid. We were told in a recent phone call with the FAA that this project will most likely be bid sometime in April and a grant application submission sometime in May. This will be finalized the closer we get to Spring.

## **MANAGER'S REPORT**

Mr. Schrantz discussed the following:

Finished our capital budget with the city. It went well.

Bond resolution has been prepared by bond counsel and will be sent to members when our representative says it time for approval.

Mary Cover has completed the ACE Finance school with AAAE.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:00 pm.

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Wynn Dixon  
Vice-Chairman