

CHESAPEAKE AIRPORT AUTHORITY
MINUTES
APRIL 12, 2022

The regular meeting of the Chesapeake Airport Authority was on Tuesday, April 12, 2022 at 7:00 p.m., at the Chesapeake Airport, Chesapeake Virginia.

MEMBERS PRESENT: Chad Diederich, Wynn Dixon, Meredith Kennedy, CT
Cowling and Richard Cheliras

MEMBERS ABSENT Kevin Beethoven and Gregg Benschoff

AIRPORT MANAGER: Chris Schrantz

ACCOUNTING MANAGER: Mary Cover

LEGAL COUNSEL: Anita Poston, Vandeventer Black, LLP

CALL TO ORDER

Chairman Cowling called the April 2022 meeting to order at 7 pm.

MOTION TO APPROVE THE MINUTES FROM MARCH MEETING

A motion was made and duly seconded, to accept the minutes from the March 2022 meeting. The motion passed unanimously.

MOTION TO APPROVE FINANCIAL STATEMENTS

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

INVOICES OVER \$4,999

Mr. Schrantz recited the invoices for approval:
None

Invoices Previously Approved or Paid:

Julian Swain Builders	Countertop Replacements	\$6,039.00
US Bank	March Bond Payment	9,493.00
City of Chesapeake	Fuel	2,049.23
Bevins Roofing	Glideslope Roof	1,850.00
Austin Electrical	AWOS	1,200.00
Dominion Virginia Power	Utility	2,205.92
Dominion Virginia Power	Utility	1,667.17
Talbert & Bright	AIP6-Pending	1,178.28
Pender & Coward	Land Acquisition	6,263.24
Pender & Coward	Land Acquisition	2,775.00
Talbert & Bright	CS6-54 Inv. 5 Maintenance Bld	3,223.99
Talbert & Bright	CS6-58 Inv. 3 Txwy PH III	3,374.33

Clerk of the Court	Land Acquisition	62,500.00
Clerk of the Court	Land Acquisition	25,000.00

A motion to approve all invoices as presented was made. The motion was duly seconded and passed unanimously.

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.3: to discuss the acquisition of required easements on property adjacent to the airport for a public purpose, where a discussion in an open meeting would adversely affect the bargaining position or negotiating strategy 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. Dixon Yes
- Ms. Kennedy Yes
- Mr. Diederich Yes
- Mr. CT Cowling Yes
- Mr. Cheliras Yes

A SECOND 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 for consultation with legal counsel and briefing by staff where in a discussion in an open meeting would adversely affect the negotiating position or litigatory posture of the Authority; and in pursuant to the Code of Virginia Section 2.2-3711.A.1 for the personnel exemption, to discuss, consider or interview perspective candidates for employment, assignment, appointment, performance, salaries, disinclining, a resignation, specific officers or employees of a public body. The motion was properly seconded and unanimously passed.

OPEN MEETING

Following the Closed Meeting, the Open Meeting resumed at approximately 8:20 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. Dixon	Yes
Ms. Kennedy	Yes
Mr. Diederich	Yes
Mr. CT Cowling	Yes
Mr. Cheliras	Yes

COMMITTEE REPORTS

FBO Committee

Vice-Chairman Dixon of the FBO Committee, recommended that the board withdraw the RFP for the FBO. The motion was unanimously passed.

Budget Committee

Ms. Kennedy discussed the preparations of the FY 2023 budget. The Committee reported that it will compare it to what was approved by the authority despite the FY 2022 budget being over \$40,000 short in City contribution.

Ms. Kennedy stated that the Authority has not been billed for IT services over the past few years. The manager will seek to clarify the amount due so that a budget amount can be determined.

OLD BUSINESS

Mr. Schrantz stated that he will be having a meeting with City Council on the construction projects going on with the Airport on the 19th of April. The Mayor has agreed to start an interview appointment procedure in appointing new members.

ENGINEERS REPORT Submitted By Steve Peterson, Talbert & Bright

T-Hangar Pavement Rehabilitation – Phase 1 (Construction)

The contractor has been directed to remove a couple of sections of the asphalt that are not draining properly. Also, there are several areas where the seal coat appears to be cracking. This is continuing to be monitored but we have also asked the geotechnical engineer to look at it. Approximately \$40,000 in retainage is still being held and there is no plan to release it until everything is right.

T-Hangar Pavement Rehabilitation – Phase 2 (Construction)

Full depth repairs have been completed in the parking lot. The contractor is currently performing full depth reclamation in the T-hangar area. The schedule has the contractor milling the parking lot in the next two weeks then, weather permitting, completing all paving by the first part of May.

Maintenance Building – Design

The plans are being completed and anticipate submission to the City of Chesapeake by the end of May.

Runway and Taxiway Lighting Rehabilitation

The project is out for bid. There will be a pre-bid on April 15th and then bids will be opened on April 29th. The FAA has noted that funding for this project should be available sometime in late June or early July.

FBO Hangar Replacement Cost Estimates

Cost estimates were prepared by the architect for a couple of hangar options and sent to the airport manager. The intent is for the estimates to be distributed to the Authority members for review and comment. Mr. Peterson asked the members send their questions to Chris and he will send them to the engineer for response.

MANAGER'S REPORT

Mr. Schrantz discussed the following:

On the 26th of April, City Council will take up our request to support the bond. Mr. Schrantz will be speaking at the meeting.

The estimate from PSH, a subcontractor of Talbert & Bright, will be forwarded to the Capital Committee Chair, Mr. Cheliras, to have him evaluate it and to formulate some questions, then send it to all the members for review.

Chairman Cowling thanked everyone for all they do to further the Authority's goals along. He also asked that all members attend the City Council meeting on the 26th of April.

ADJOURNMENT

There being no further business, the meeting was adjourned.

CT Cowling
Chairman