

CHESAPEAKE AIRPORT AUTHORITY
MINUTES
MAY 11, 2022

The regular meeting of the Chesapeake Airport Authority was on Tuesday, May 11, 2022 at 7:00 p.m., at the Chesapeake Airport, Chesapeake Virginia.

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

MEMBERS ABSENT CT Cowling and Gregg Benschhoff

AIRPORT MANAGER: Chris Schrantz

ACCOUNTING MANAGER: Mary Cover

LEGAL COUNSEL: Anita Poston, Vandeventer Black, LLP

CALL TO ORDER

Vice-Chairman Dixon called the May 2022 meeting to order at 7 pm.

MOTION TO APPROVE THE MINUTES FROM APRIL MEETING

A motion was made and duly seconded, to accept the revised minutes with corrections from the April 2022 meeting. The motion passed unanimously.

MOTION TO APPROVE FINANCIAL STATEMENTS

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

INVOICES OVER \$4,999

Austin Electrical Replace Visibility Sensor \$ 22,284.01

Invoices Previously Approved or Paid:

US Bank	Bond Payment	9,493.00
Univar	WWTP Supplies	1,101.75
Dominion Virginia Power	Utility Billing	1,931.32
Austin Electrical	AWOS	1,340.00
Clerk, Chesapeake City Clerk	Easement	105,000.00
Clerk, Chesapeake City Clerk	Easement	55,000.00
Dominion Virginia Power	Utility Billing	1,403.00
Suburban Propane	Utility Billing	2,369.28

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

OLD BUSINESS

Budget Committee

Ms. Kennedy discussed the preparations of the FY 2023 budget and made a motion to adopt the FY 2023 budget as presented, noting that the budget includes a 4% raise for full-time employees. The motion was duly seconded and passed unanimously.

NEW BUSINESS

Selection of Nomination Committee

Mr. Schrantz stated that the Chairman plans to contact individuals about serving on the Nomination Committee and that the Committee will be announced at the next meeting.

ENGINEERS REPORT by Steve Peterson, Talbert & Bright

Runway and Taxiway Lighting Rehabilitation

Bids for this project were opened on April 29th. The low bidder was Appalachian Foothills Contracting from Kentucky. This company did a good job on another project with Talbert & Bright. The federal grant application has been sent to the FAA and we await formal grant offer in June or early July with an August/September start for construction.

T-Hangar Pavement Rehabilitation – Phase 1 (Construction)

The contractor completed a patch in front of one of the hangars. Some minor adjustments to the grade are needed before completion. The contractor will need to wait another 30-days prior to the final seal coat and final marking.

T-Hangar Pavement Rehabilitation – Phase 2 (Construction)

All paving has been completed and the parking lot marked. After seal coating is complete, final marking will be placed in the T-hanger area.

Maintenance Building – Design

A quality control review was performed this week and plans are on schedule for submission to the City by the end of May.

CLOSED MEETING

Ms. Kennedy made the following motion: I move that the Chesapeake Airport Authority convene in a closed meeting pursuant to the exemptions at Virginia Code Section 2.2-3711.A.3, 7, 8, and 29: to discuss the following matters:

- (i) The acquisition of real property where discussion in an open meeting would adversely affect the Authority's bargaining position or negotiating strategy;
- (ii) Consultation with legal counsel retained by the Authority regarding probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Authority;
- (iii) Consultation with legal counsel retained by the Authority regarding specific legal matters requiring the provision of legal advice by such counsel; and
- (iv) Discussion of the award of public contract involving the expenditures of public funds and to discuss the scope of the contract where discussion in open session would adversely affect the bargaining position or negotiating strategy of the Authority.

The motion was properly seconded and unanimously passed. The Authority then convened in a Closed Meeting.

OPEN MEETING

Following the Closed Meeting, the Open Meeting resumed at approximately 9:00 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. Beethoven	Yes
Mr. Cheliras	Yes

MANAGER'S REPORT

Mr. Schrantz discussed the following:

- (i) He met with the City Manager, Deputy City Manager and the Deputy Director of Economic Development and Wynn Dixon, Vice-Chairman, and gave a tour of the Airport. He later met again with the Deputy City Manager to discuss various Airport needs. Both meetings went well
- (ii) The Airport request for the moral backing of the City on the revenue bond will be heard by City Council on May 24th.

ADJOURNMENT

There being no further business, the meeting was adjourned.



Wynn Dixon
Vice-Chairman