

CHESAPEAKE AIRPORT AUTHORITY
MINUTES
JULY 12, 2022

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

MEMBERS PRESENT: Wynn Dixon, Meredith Kennedy, Kevin Beethoven, Chad Diederich and Gregg Benschoff

MEMBERS ABSENT CT Cowling and Richard Cheliras

AIRPORT MANAGER: Chris Schrantz

CITY LIAISON George Hrichak, Fleet Services

CALL TO ORDER

Interim Chairman Dixon called the July 2022 meeting to order at 7 pm.

MOTION TO APPROVE THE MINUTES FROM JUNE MEETING

A motion was made and duly seconded to accept the minutes from the June 28, 2022 meeting. The motion passed unanimously. (5-0)

MOTION TO APPROVE FINANCIAL STATEMENTS

Ms. Kennedy stated that she was making a motion to accept the financial statements for June based on the recommendation of CT Cowling, Secretary/Treasurer, who couldn't be at the meeting. The motion was duly seconded and passed unanimously. (5-0)

INVOICES OVER \$4,999

A motion to approve the following invoices as presented was made, duly seconded and passed unanimously: (5-0)

Talbert & Bright	FBO Design	\$ 4,915.00
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Invoices Previously Approved or Paid:

Vandeventer Black LLP	RFP Billing	5,000.00
City of Chesapeake	City Note	13,500.00
US Bank	Bond Payment	9,493.00
City of Chesapeake	Stormwater Fees	33,284.04
Austin Electrical	AWOS Inspection	1,200.00
Dominion Virginia Power	Utility Bill	2,230.56
Dominion Virginia Power	Utility Bill	1,735.14
Talbert & Bright	AIP6-23 Inv. 15F	12,352.20
Pender & Coward	Easement Acquisition	7,114.50
Talbert & Bright	CS6-54 Inv. 6	3,544.21
Slurry Pavers	CS6-58 PR. 1	408,091.57
Talbert & Bright	CS6-58 Inv. 5	23,566.54

Slurry Pavers	CS6-55 PR. 4	26,607.36
Talbert & Bright	CS6-58 Inv. 6	8,088.69
Slurry Pavers	CS6-58 PR. 2	295,109.02
Pender & Coward	Easement Acquisition	34,200.00
VSC Fire & Security	Annual Inspection	2,736.00
Weed Control	Weed Control	2,933.00
Tidewater Mid-Atlantic	Sweeper Repair	4,454.86
CMT	CF6-P	3,000.00
Austin Electrical	LOC Repairs	5,490.00
Austin Electrical	Ceilometer Repair	5,902.73
Around the Clock	IT Billing	4,085.00
Dee's Cleaning Services	Janitorial	1,545.00

OLD BUSINESS

At the last meeting, Mr. Dixon, of the Nominating Committee, presented the following nominations: Wynn Dixon, Chairman; Keven Beethoven, Vice-chairman; and CT Cowling, Secretary/Treasurer.

A motion was made to close the nominations and elect the slate of officers presented by the Nominating Committee. The motion was duly seconded and passed unanimously. (5-0)

NEW BUSINESS

Mr. Schrantz requested the adoption of the following resolution to authorize signing of checks:

Whereas, Article VIII of the by-laws of the Chesapeake Airport Authority (the Authority) specifies that: "the Authority will designate, by resolution, an individual or individuals who each, individually, shall be authorized to sign checks and obligations against the general accounts. This individual (these individuals) shall be the chairperson, the secretary-treasurer and/or the airport manager."; and

Whereas, it is necessary for the efficient conduct of the business of the Authority that routine expenditures be made on a daily basis; and

Whereas, the Authority has employed an airport manager to conduct the day-to-day business of the authority; and

Whereas, it is essential that more than one person be authorized to sign checks and obligations to ensure the orderly conduct of the business of the Authority in cases of illness or absence;

Now, therefore be it resolved, that the Chesapeake Airport Authority hereby designates the Chairman (Wynn Dixon), secretary-treasurer (CT Cowling), and the airport manager (Charles C. Schrantz) as the persons, either one of whom is authorized to sign checks and obligations against the general accounts of the authority; provided, however, that with the exception of routine and periodic bills for utility services, none of the persons so designated shall pay invoices or requests for payment in excess of \$4,999.00 until so authorized by the majority consent of

the Authority at a regularly scheduled or special meeting of the Authority. Consent for a designated person to sign checks in excess of \$4,999.00 shall be deemed to have been given when necessary to make partial or final payments for goods or services in accordance with a contract previously approved by the Authority. This designation of individuals to sign checks voids any previous designation and shall remain in effect until superseded by a subsequent resolution of the authority.

A motion to approve the resolution as presented was made, seconded, and passed unanimously.
(5-0)

ENGINEERS REPORT by Steve Peterson, Talbert & Bright
Runway and Taxiway Lighting Rehabilitation

The federal grant application has been sent to the FAA and we are still waiting on a formal grant offer. Grants are anticipated towards early July to mid-July with an August/September start for construction.

T-Hangar Pavement Rehabilitation – Phase 1 & 2 (Construction)

Application of the seal coat for the Phase 2 area started on Tuesday. The contractor will be finishing up the seal coat this week and then schedule the surface markings in the next few weeks. TBI was on site performing a preliminary inspection. The project should be completed in the next 30-days then we will move to final grant closeout.

Maintenance Building – Design

The plans have been submitted to the city for review. We are waiting on comments.

MANAGER'S REPORT

Mr. Schrantz reported the following:

1. Localizer antenna has been repaired. It was covered by insurance. The FAA has scaled back flight checks due to the cost of fuel. It's not known when they will be able to flight check it to put the ILS back on line
2. The C&H Land mediation has been tentatively rescheduled for August 30th. The trial was postponed due to no fault of CAA.
3. The Manager is going to California this coming Friday, but is available by phone.
4. The FAA approved a request for increase to the PARCEL 10 easement acquisition grant.

CHAIRMAN's REPORT.

Chairman Dixon thanked everyone for their work for the Authority and welcomed the following guests at the meeting: John Beaulieu, Horizon Aviation; Sam Long, Outer Banks Charter; Brian Manke, Tenant; Carole Howland, Citizen.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Wynn Dixon
Chairman