

**BEDFORD COUNTY AIRPORT AUTHORITY MEETING MINUTES**

September 21, 2023

The meeting was called to order at 3:00 p.m. by Tom McInroy, Committee Chairman.

Members Present: Tom McInroy, Chair; Alan Frederick Vice-Chair; Marshal Tewell; Jim Edwards; Vicki Lemley; Jim Vreeland and Debra Brown. Others present in person: Jim Veach, Airport Manager; Vince DeCario, TranSystems. Absent: Deb Baughman; Walter Beatty; and Bob Octavio.

**Public Comments:**

A motion was made Jim Edwards and Jim Vreeland seconded the motion for the approval of the August 17, 2023, meeting minutes. The motion was approved.

**Old Business:**

There was no old business presented to the Board.

**Treasurer's Report / Finance Report:**

A motion was made by Vicki Lemley and seconded by Jim Vreeland on the approval of the bills for July/August 2023. The motion was approved.

**Reports / Discussion:**

- Finance Committee ~ no meeting held.
- Buildings & Grounds ~ no meeting held.
- Marketing/Advertising ~ Marshall Tewell gave a brief overview of the committee's purpose for the Authority. He recommended the committee utilize the mailing list from Jenny DeLong to make people more aware of Bedford County Airport and what they offer and what the current board has completed in the list of to do's. Tom McInroy stated Deanna Weaverling is more than happy to assist with Marketing.
- Personnel ~ no meeting held.
- Airport Manager ~ (report attached) ~ Jim Veach summarized the report and highlighted the following:
  - The BCCC Annual Dinner Awards were held on September 21, 2023. The event was well attended.
  - Obstruction Removal Project – concerns relayed to contractor.
  - ALDZ Properties approved – 26 acres, advertise properties, non-aviation businesses, tax incentives.
  - Aviation Magazine – article about airport in magazine and online
  - Computer for AWOS – requires Windows 7 Professional to operate, cost \$5,500.
  - Boiler inspection – (report attached) no cost for inspection, will set up a maintenance program.
  - Runway and trees – received compliments on the new crack seal, painting, and tree removal.
- Airport Engineer (report attached) ~ Vince Decario summarized the report and highlighted the following:
  - Obstruction removal – contractor is addressing the issues with Stahl and Crutchfield
  - Master Plan – once masterplan is approved the airspace will be approved.
  - Hangar Floor replacement – cost may be more than originally planned for; may have to request additional funding to cover the increased costs. Vince also talked about dust remediation being a major factor in replacing the hangar floor. Further discussion will be held at a later date.
  - Crack Seal and re-marking of runways – completed, some touch work is needed on stencils.
  - Capital improvements – all updates were submitted. In November the capital budget requests should be completed

- Miscellaneous – inspection - one tree on runway 32 needs removed, working with property owner. The Yother's property; comments on the sketches, area of approach will need put in deed, final determination by FAA on release of property stipulating what it can be used for
- FBO – no one attended.

**Chair's Remarks:**

- Sim Lab Update – Tom McInroy met with ACM – they have a drone program and are excited to meet and discuss the possibility of a sim class as well. He has also talked with Larry Nulton, Nulton Aviation, Mike O'Dellick at CTC, and Ms. Lanika at St. Francis University. A future meeting will be scheduled with these individuals.
- Website picture – this will be sent to everyone once it is received.
- Funding loan – Tom McInroy received word from the bonding agency that at this point it is not worth it as the fixed rate at what we are currently paying is good.
- Fundraising – there is interest in doing a fundraiser at the airport in 2024. A Jimmy Buffet event with food trucks, entertainment, car shows, airplane rides, vendor set ups and so forth. The event will be coupled with BCAA and Habitat for Humanity. This will hopefully generate income and benefit both causes.
- Yother's property update – Vince DeCario reported on this subject.
- Channel 6 and Channel 10 – Tom McInroy wants to reach out to both news stations and ask if they will do an article update on the airport.
- Review of the 2023 Planning Session Meeting held August 21, 2023 (Vince & Jim) gave an update on the meeting.

**New Business – Chair:**

Noted there has been a right to know policy written and it will be presented at the next meeting.

**Adjournment:**

A motion was made by Jim Vreeland to adjourn the meeting at 3:58 p.m. The motion was seconded by Vicki Lemley. The meeting was adjourned.

**ANNOUNCEMENTS:**

Next Meeting: Thursday, October 19, 2023 @ 3:00 PM, Courthouse, Room 303

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Debra Brown, Secretary/Treasurer

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Tom McInroy, Chairman