

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY
REGULAR MEETING**

Members Present: Frank Sims
Daniel Ruble
Stephen M. Quilty
Dr. James E. Baker
Ben Jenkins
Andy Puckett
Dr. Ellison Conrad – Arrived Late

Guest Present: See Attachment

The Virginia Highlands Airport Authority Board of Directors held its meeting on Monday, May 10, 2021, at 6:00 P.M. in the Lobby of the Terminal Building. Mr. Sims, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also, present were Mickey Hines, Airport Manager, Jim Elliott, Steve Minor, Airport Attorneys, Kristy Miller, Executive Assistant and Amber Miller, Administrative Assistant.

Mr. Sims called for approval of the Minutes of the Regular Meeting April 12, 2021.

Mr. Ruble moved to approve the minutes of April 12, 2021. Dr. Baker seconded the motion. The motion carried unanimously.

Mr. Sims called for the Financial Report.

Mr. Puckett gave the Financial Report.

Mr. Sims called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Mr. Hines presented the Board with his recommendation for an employee bonus.

Dr. Baker moved to approve the recommendation for an employee bonus. Mr. Ruble seconded the motion.

Discussion ensued.

Dr. Baker amended his motion to say, moved to approve the recommendation for an employee bonus with distribution to be when the ACRGP funds are received. Mr. Ruble seconded the motion. Motion passed with a vote of 7 for and 0 against.

Mr. Hines stated that the draft Operating Budget FY 21-22 was included in the packet as attachment #8. The Operations Committee will need to meet to review before the June meeting.

Mr. Sims asked the Operations Committee to meet to review the draft Operating Budget FY 21-22 before the June meeting.

Mr. Sims called for the Operations Committee Report.

Mr. Quilty stated that the Operations Committee had not met.

Mr. Sims called for the Development Committee Report.

Dr. Baker stated that the Development Committee had not met.

Mr. Sims called for Unfinished Business.

Mr. Doug Sander with Delta Airport Consultants gave the Board an update on the runway extension project and Taxilane and Roadway project.

Mr. Sims called for New Business.

None.

Mr. Sims called for Public Comments.

None.

Mr. Sims called for a ten (10) minute break at 7:05 P.M.

Mr. Sims called the meeting back to order at 7:15 P.M.

Mr. Sims stated that a motion was needed in order for the Virginia Highlands Airport Authority to conduct a Closed Session pursuant to Code of Virginia § 2.2-3711. A.7., for the purpose of Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Mr. Ruble moved to conduct a Closed Session in accordance with the items that were stated by Mr. Sims. Mr. Puckett seconded the motion. The motion carried unanimously.

Mr. Sims stated that Closed Session would consist of Board Members, Airport Manager, Executive Assistant, Administrative Assistant, and the Attorneys.

Following the Closed Session, the Board immediately reconvened its Open Session. Having reconvened, members of the Board were advised that if any one of them believes there was a departure from the purposes stated in the motion to go into Closed Session, they now should so state. Mr. Sims asked if anyone believed there was a departure in the Closed Session from the purposes announced for having a Closed Session. FOIA requires you to speak up now.

No one having identified any departures from the purpose for the closed session, a roll call vote was taken certifying that to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements and only such business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting.

Ellison Conrad – I so certify.

Danny Ruble – I so certify.

Stephen Quilty– I so certify.

James Baker – I so certify.

Ben Jenkins – I so certify.

Andy Puckett – I so certify.

Frank Sims – I so certify.

Mr. Ruble moved to authorize the Airport Manager to sign an engagement letter to be received from Elliott Lawson & Minor in regards to the matter of Fred Gent, II, v. Virginia Highlands Airport Authority. Dr. Baker seconded the motion. The motion carried unanimously.

Mr. Puckett moved to adjourn. Dr. Conrad seconded the motion. The motion carried unanimously. The meeting adjourned at 8:52 P.M.



Dr. James Baker, Secretary



Frank Sims, Chairman