

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Members Present:** Daniel Ruble  
Frank Sims  
Jeffery Johnson  
Stephen M. Quilty  
Andy Puckett  
Ben Jenkins  
Dr. James Baker

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors held its meeting on Monday, November 08, 2021, at 6:00 P.M. in conference room "A" of the Terminal Building. Mr. Ruble, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also, present were Mickey Hines, Airport Manager, Kristy Miller, Executive Assistant and Amber Miller, Administrative Assistant.

Mr. Ruble welcomed Mr. Johnson to the Board.

Mr. Ruble called for approval of the Minutes of the Regular Meeting October 13, 2021.

Mr. Sims moved to approve the minutes of October 13, 2021. Mr. Puckett seconded the motion. The motion carried with Mr. Johnson abstaining.

Mr. Doug Sander with Delta Airport Consultants gave the Board an update on Runway 6 extension project.

Dr. Baker made the motion for 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. Sims seconded the motion. The motion carried unanimously.

Mr. Ruble stated that Closed Session would consist of Board Members, Airport Manager, Airport Attorney, Executive Assistant, and Administrative Assistant.

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. Ruble 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.

**Danny Ruble – I so certify.**

**Dr. James Baker – I so certify.**

**Ben Jenkins – I so certify**

**Andy Puckett – I so certify.**

**Stephen Quilty– I so certify.**

**Frank Sims – I so certify.**

**Jeffery Johnson – I so certify**

Mr. Quilty made the motion to take a five (5) minute break. Dr. Baker seconded the motion. The motion carried unanimously.

**Mr. Ruble called for break at 8:57 P.M.**

**Mr. Ruble called the meeting back to order at 9:03 P.M.**

**Mr. Ruble called for the Financial Report.**

**Mr. Puckett gave the Financial Report.**

**Mr. Ruble called for the Manager's Report.**

**Mr. Hines gave the Manager's Report.**

**Mr. Ruble called for the Operations Committee Report.**

**Mr. Sims stated that the Operations Committee has not met.**

**Mr. Ruble called for the Development Committee Report.**

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

**Mr. Ruble called for Unfinished Business.**

Mr. Ruble stated that the plaques have been ordered for the conference room dedication.

Mr. Ruble stated that the Holiday reception will be held at the next meeting and that he recommended that the December 13<sup>th</sup> meeting start at 5:30 P.M.

Board members were in agreement to start the December 13<sup>th</sup> meeting at 5:30 P.M.

Mr. Ruble stated that Amber Miller will be doing the Marketing presentation at the January 2022 meeting.

Mr. Ruble called for New Business.

Mr. Ruble stated that Board approval was needed to accept Baker's as the low bidder with a bid of four hundred sixty-three thousand four hundred ninety-one dollars and ninety-three cents (\$463,491.93) and approve the grant request for the sinkhole project.

Mr. Puckett made the motion to accept Baker's as the low bidder with a bid of four hundred sixty-three thousand four hundred ninety-one dollars and ninety-three cents (\$463,491.93) and approve the grant request for the sinkhole project. Dr. Baker seconded the motion. The motion carried unanimously.

Mr. Ruble stated that approval was needed for the 2022-2023 County Budget of four hundred three thousand nine hundred thirty-one dollars (\$403,931.00) consisting of the following projects:

- Grant Match - Runway 6 Extension – Paving & Lighting \$150,000.00
- Grant Match - Sinkhole Repair – Construction \$92,699.00
- Debt Retirement – Land Acquisition \$161,232.00

Dr. Baker moved to approve the 2022-2023 County Budget of four hundred three thousand nine hundred thirty-one dollars (\$403,931.00). Mr. Sims seconded the motion. The motion carried unanimously.

Mr. Ruble stated that Board approval was needed for efforts to obtain funding for corporate hangar space through the EDA Build Back Better, Travel, Tourism and Outdoor Recreation program.

Dr. Baker made the motion to approve efforts to obtain funding for corporate hangar space through a Federal Program. Mr. Sims seconded the motion. The motion carried unanimously.

Mr. Ruble stated the Board approval was needed to negotiate with prospective builders/owners to reach tentative agreements on constructing hangar(s). All plans, agreements and resulting contracts would require full VHAA approval.

**Dr. Baker made the motion to approve to negotiate with prospective builders/owners to reach tentative agreements on constructing hangar(s) based in general on previous agreements. Mr. Johnson seconded the motion. The motion carried unanimously.**

**Mr. Ruble stated that the FAA has authorized the sale of the St. John house and approval was needed to proceed with the sale of the house.**

**Mr. Puckett made the motion to proceed with the sale of the St. John House. Mr. Quilty seconded the motion. The motion carried unanimously.**

**Mr. Ruble called for Public Comments.**

**None.**

**Mr. Ruble called for Board Members comments.**

**None.**

**Mr. Ruble called for a five (5) minute break at 10:07 PM.**

**Mr. Ruble called the meeting back to order at 10:12 PM.**

**Dr. Baker made the motion for Virginia Highlands Airport Authority to conduct a Closed Session pursuant to Code of Virginia § 2.2-3711. A.1., for the purpose of Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.**

**Mr. Ruble stated that Closed Session would consist of Board Members.**

**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. Ruble 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.**

**Danny Ruble – I so certify.**

**Dr. James Baker – I so certify.**


**Ben Jenkins – I so certify**  
**Andy Puckett – I so certify.**  
**Stephen Quilty– I so certify.**  
**Frank Sims – I so certify.**  
**Jeffery Johnson – I so certify**

**Dr. Baker moved to adjourn. Mr. Jenkins seconded the motion. The motion carried unanimously. The meeting adjourned at 10:43 P.M.**



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**Dr. James Baker, Secretary**

  
12/13/21

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**Daniel Ruble, Chairman**