

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY
REGULAR MEETING**

Members Present: **Dr. James Baker**
 Frank Sims
 Jeffery Johnson
 John White
 Kent Hutton
 Ben Jenkins
 Daniel Ruble

Guest Present: See Attachment

The Virginia Highlands Airport Authority Board of Directors held its meeting on Monday, February 12, 2024, at 5:30 P.M. in the “Dr. F. Ellison Conrad” Conference Room of the Terminal Building. Dr. Baker, 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 April Conner, Administrative Assistant.

Dr. Baker called for Public Comments.

Mr. Dusty Ratcliff addressed the Board.

Dr. Baker called for approval of the Minutes of the Regular Meeting January 08, 2024.

Mr. Ruble moved to approve the minutes of the Regular Meeting January 08, 2024. Mr. Sims seconded the motion. The motion carried unanimously.

Dr. Baker called for approval of the Minutes of the Special Called Meeting January 16, 2024.

Mr. Ruble moved to approve the minutes of the Special Called Meeting January 16, 2024. Mr. Johnson seconded the motion. The motion carried unanimously.

Dr. Baker called for the Financial Report.

Mr. Johnson gave the Financial Report.

Dr. Baker called for the Manager’s Report.

Mr. Hines gave the Manager’s Report.

Dr. Baker called for the Operations Committee Report.

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

Dr. Baker called for the Development Committee Report.

Mr. Ruble stated that the Development Committee had not met.

Dr. Baker called for Unfinished Business.

Dr. Baker stated that he had been in contact with the County Attorney, in regards to, if a Board Member moved out of the district that they were appointed, can they still serve on the Board. The County Attorney responded that the Authority Board Members were not an elected official but rather an appointed board member and that there were no residency requirements. Residency requirements only applied to elected officials.

Dr. Baker called for New Business.

Mr. Hines stated that the Airport has a Term Contract for Professional Services with Delta Airport Consultants, Inc. The original contract term was for one (1) year, beginning February 17, 2020, with a maximum of four (4) additional one (1) year Contract Terms. The current Term Contract expires February 16, 2024. A contract for Professional Services is required for all projects funded by grants offered by DOAV and FAA. Mr. Hines recommended approval of extending the Term Contract with Delta for one (1) year beginning February 17, 2024.

Mr. Ruble moved to approve extending the Term Contract with Delta for one year beginning February 17, 2024. Mr. Jenkins seconded the motion. The motion carried unanimously.

Mr. White stated that he would like to get the issue with Hangar "C" resolved.

Discussion ensued.

Mr. Ruble moved to have the Airport Manager prepare a report for presentation to the Board at the next meeting. Mr. Johnson seconded the motion.

Discussion ensued.

Mr. Ruble amended his motion to say have the Airport Manager prepare a report and a proposed resolution for presentation to the Board at the next meeting. Mr. Johnson seconded the motion. The motion carried unanimously.

Mr. Baker called for Board Members' comments.

None.

Mr. Jenkins moved to adjourn. Mr. White seconded the motion. The motion carried unanimously. The meeting adjourned at 6:27 P.M.


Mr. Frank Sims, Secretary


Dr. James Baker, Chairman