

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY
REGULAR MEETING**

Members Present: **Edward “Earl” Maine**
 Frank Sims
 Stephen Lowe
 Andy Puckett
 Dr. James E. Baker
 David G. Anderson

Absent: **John R. White**

Guest Present: **See Attachment**

The Virginia Highlands Airport Authority Board of Directors met on Monday, February 12, 2018 at 6:00 P.M. in conference room “A” of the Terminal Building. Mr. Maine, Vice 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, Airport Attorney, Kristy Miller, Executive Assistant and Amber Miller, Administrative Assistant.

Mr. Maine call for approval of the Minutes of the Regular Meeting January 08, 2018.

Mr. Sims moved to approve the Minutes of January 08, 2018. Dr. Baker seconded the motion. The motion carried unanimously.

Mr. Maine called for the Financial Report.

Mr. Puckett gave the Financial Report.

Mr. Maine called for the Manager’s Report.

Mr. Hines gave the Manager’s Report.

Mr. Hines stated that he was asked by the Chairman to come up with an alternative program to the current Bulk Purchase program. Mr. Hines presented the Board with a Proposed Introductory Offer for Block Purchase of Jet-A Fuel for “First Time” Customers.

Discussion ensued.

Dr. Baker recommended that a letter be sent out to all tenants showing our appreciation for their support of the Airport.

Discussion ensued.

No action was taken in regards to the Proposed Introductory Offer for Block Purchase of Jet-A Fuel for “First Time” Customers.

Mr. Hines informed the Board of the FAAs decision in regards to the St. Johns House.

Discussion ensued.

Mr. Hines stated that Renewal of the Term Contract for Engineering Services was needed. Mr. Hines informed the Board that a contract with Delta Airport Consultants was executed on February 17, 2016 for a one (1) year period with the option to renew the contract for three (3) additional one (1) year periods. The contract was renewed for a one (1) year period in 2017. Mr. Hines recommended to extend the contract for an additional one (1) year period.

Mr. Elliott read a Resolution in regards to Renewal of the Term Contract for Engineering Services.

Mr. Lowe moved to approve the Resolution in regards to Renewal of the Term Contract for Engineering Services. Mr. Puckett seconded the motion. The motion carried unanimously.

Mr. Maine called for the Operations Committee Report.

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

Mr. Maine called for the Development Committee Report.

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

Mr. Maine called for Unfinished Business.

Mr. Sims gave his compliments to Mr. White and Mr. Hines for the outstanding presentation they made to the Abingdon, Virginia Town Council.

Mr. Maine called for New Business.

Mr. Elliott read the Resolution in regards to delegating the power to the Executive Committee to investigate and approve plans for the St. John House.

Mr. Anderson moved to approve the Resolution in regards to delegating the power to the Executive Committee to investigate and approve plans for the St. John House. Dr. Baker seconded the motion. The motion carried unanimously.

Mr. Maine called for Public Comments.

None.

No Closed Session.

Mr. Puckett moved to adjourn. Mr. Lowe seconded the motion. The motion carried unanimously. The meeting adjourned at 7:36 P.M.



David Anderson, Secretary


Edward "Earl" Maine, Vice Chairman

RESOLUTION

VIRGINIA HIGHLANDS AIRPORT AUTHORITY REGARDING THE TERM OF ITS PROFESSIONAL ENGINEERING SERVICES AGREEMENT

WHEREAS, the Virginia Highlands Airport Authority (the "Authority") has had the benefit of a renewable term contract for Professional Engineering Services with Delta Airport Consultants, Inc., and

WHEREAS, Delta has been and remains involved in the design, development of contracts, and representation of the Authority with the Federal Aviation Administration, and

WHEREAS, Delta has remained involved in the expansion of Runway 6 and related design and engineering services, including Virginia Department of Aviation and Federal Aviation Administration grant programs, and

WHEREAS, the Manager of the Airport recommends the renewal of the Professional Services Contract for an additional one-year term, and

WHEREAS, this Board has had the opportunity to observe the commitment of Delta to its work required, it is

RESOLVED, that the Virginia Highlands Airport Authority renew its professional services agreement with Delta Airport Consultants for an additional one-year term beginning February 17, 2018. The Manager shall notify Delta of the renewal with provisions in the letter for acceptance for signing of the renewal.

Resolved this 12th day of February, 2018, by a vote of 6 for and 0 opposed, a quorum present and voting.



Secretary

RESOLUTION

VIRGINIA HIGHLANDS AIRPORT AUTHORITY DELEGATING SPECIAL POWERS TO THE EXECUTIVE COMMITTEE

WHEREAS, Virginia Highlands Airport Authority in its effort to expand Runway 6 has been a party to Memorandum of Agreement and a First Amended Memorandum Agreement (collectively, "MOA"), an agreement between the Federal Aviation Administration, the Virginia Department of Historic Resources, and the Virginia Highlands Airport Authority, concerning a property known as the St. John House Property, which at that time was owned by and used as the residence of a third party family; and

WHEREAS, the St. John House is on the National Register of Historic Homes, and was purchased by the Authority pursuant to a private sale to accommodate the start of construction of the extension of RW 6, and

WHEREAS, the property on which the House sits now supports a highway in its backyard, and

WHEREAS, the MOA allows the Authority to demolish the St. John house if it is not purchased within a six-month period by a third party, and

WHEREAS, VHAA engaged a real estate agent who handles historic properties and others in the Abingdon area to be the agent for the sale of the St. John property, and

WHEREAS, the Virginia Department of Historic Resources for state historic properties has been designated in accordance with federal rules and regulations for the treatment of historic homes as the State Historic Properties Office (known as "SHPO"), a necessary cog in the machinery of the determination of the nations historic properties and the means for renovation of same, and

WHEREAS, the SHPO and the Authority have both concluded that, due to the condition of the St. John House and the radical changes made and to be made to its surroundings, reasonable efforts to sell the property have been exercised, and that the property is not purchasable without a significant investment of capital, but the Federal Aviation Administration has directed the Authority to advertise the property in a greater aspect such as attempting to involve historic properties purchasers to consider purchase of the property, and

WHEREAS, both the Authority's engineer and its lawyer have stated that there might be exceptions to advertising the property further which, if explored, could expedite the continuation of the construction of an extended RW-6, and

WHEREAS, in order to take advantage of any such exception a decision may have to be made when a quorum of the full Authority is not available, it is

Therefore RESOLVED, that should the Chair of the Authority discover a method of shortening the period at any time during the time the Authority is not in session, then the Executive Committee of the Board of Directors of the Authority are hereby delegated with all powers partial and complete of the Authority's Board to take such action which, as to said Committee appear reasonable and necessary, including the power to contract and administer contractual terms and conditions.

Resolved this 12th day of February, 2018, by a vote of 6 for and 0 opposed, a quorum present and voting.


Secretary

VIRGINIA HIGHLANDS AIRPORT AUTHORITY
GUEST LIST - February 12, 2018

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