

ROANOKE REGIONAL AIRPORT COMMISSION

July 20, 2021

8:30 a.m.

The Roanoke Regional Airport Commission met in the Airport Conference Room, Second Floor of the Terminal Building on Tuesday, July 20, 2021, at 8:30 a.m. Mr. Guidry, Chair, presided.

PRESENT: Commission members Nathaniel L. Bishop, Randy Clements, Robert Fralin (Litchfield Beach, SC), William Gust, Cynthia Lawrence, Gary Powers, and Dale Guidry.....7.

ABSENT: None.....0.

MINUTES

The minutes of the regular monthly meeting held on June 15, 2021, and Special Meeting minutes for June 21, 2021 and July 23, 2021 were before the body.

The minutes of all remote meetings held pursuant to the declaration by the Governor of Virginia of a state of emergency in accordance with VA. Code § 44-146.17 and, specifically, but not limited to, the meetings listed in the agenda packet.

Dr. Bishop made a motion that the reading of the minutes be dispensed with and approved as recorded. The motion was seconded by Ms. Lawrence and unanimously approved.

AIR TRAFFIC REPORT

The Air Traffic Report for May 2021, was before the body.

Dr. Bishop made a motion to receive and file the Air Traffic Report. The motion was seconded by Ms. Lawrence and unanimously approved.

REPORTS OF AIRPORT BUSINESSES

Mike Mancuso with Signature Flight Support informed the Commission that GA operations were equal to 2019 in the last month.

RECOGNITION OF AIRPORT COMMISSION EMPLOYEES

On behalf of the Commission, Mr. Guidry, with the assistance of Mr. Jeavons, recognized and expressed thanks to the following employees for their service to the Commission:

Ben Cook, Brian Kiser, Matt Kingery, and Brad Boettcher were each recognized for five years of service with the Commission.

Wendell Reutzel, Josh Herron and Ray Clark were each recognized for ten years of service with the Commission.

Donny Humbert was recognized for fifteen years of service with the Commission.

Amanda DeHaven was recognized for twenty-five years of service with the Commission.

PJ Casteel was introduced as a new employee. He will be a member of the ARFF team.

ROANOKE REGIONAL AIRPORT COMMISSION AIR SERVICE UPDATE

The Roanoke Regional Airport Commission Air Service Update for July 2021 was before the body.

Mr. Gust made a motion to receive and file the report. The motion was seconded by Mrs. Lawrence and unanimously approved.

AUTHORIZING THE INTERIM EXECUTIVE DIRECTOR TO COMPLETE, FILE AND EXECUTE THE AMERICAN RESCUE PLAN ACT (ARPA) GRANT

A report from the Interim Executive Director with regard to authorizing the Interim Executive Director to complete, file and execute the American Rescue Plan Act (ARPA) Grant 3-51-0045-Pending for operating expenses, debt service, and debt service reserve funds and concession relief was before the body.

(Report on file in Airport Commission Office.)

Mrs. Lawrence made a motion to adopt a Resolution authorizing the Interim Executive Director to complete, file and execute the American Rescue Plan Act (ARPA) Grant 3-51-0045-Pending for operating expenses, debt service, and debt service reserve funds and concession relief. The motion was seconded by Mr. Gust and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Gust, Lawrence, Powers and Guidry.....7.
NAYS: None.....0.

(Resolution No. 21-072021 on file in Airport Commission Office.)

AUTHORIZING A LEASE AGREEMENT WITH LANDECO LLC FOR THE USE OF HANGAR 12.

The Interim Executive Director gave a report with regard to authorizing a lease agreement with Landeco LLC for the use of Hangar 12. The resolution approving the contract was adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Gust, Lawrence, Powers and Guidry.....7.
NAYS: None.....0.

(Report on file in Airport Commission Office.)

(Resolution No. 22-072021 on file in Airport Commission Office.)

COMMENTS BY INTERIM EXECUTIVE DIRECTOR

Mr. Jeavons provided an update on the Airfield Signage and Lighting Project.

Mr. Jeavons provided an update on hangars 10 and 12 which are currently under construction.

Mr. Jeavons provided an update on the hangar roof project for hangars 17-20.

Mr. Jeavons informed the Commissioners about a possible lease with the City of Roanoke at Building 51 for use by the Fire Department.

INQUIRIES AND/OR COMMENTS BY COMMISSION MEMBERS

Mr. Clements provided an update to the Commissioners regarding the Run/Walk scheduled for

November 2021.

Dr. Bishop made a motion for a closed meeting for the purpose of interviews, discussion, and consideration of prospective candidates for employment, being candidates for the position of Executive Director, pursuant to section 2.2-3711 A(1), Code of Virginia (1950), as amended. The motion was seconded by Mr. Gust and adopted by the following vote:

AYES: Commission members Bishop, Clements, Fralin, Gust, Lawrence, Powers and Guidry.....7.

NAYS: None.....0.

The Commission convened in Closed Meetings at 9:06 a.m.

The Commission reconvened at 9:55a.m.

There being no further business to come before the Commission, Mr. Guidry who adjourned the meeting at 9:57 a.m.

ATTEST:

Secretary

