

ROANOKE REGIONAL AIRPORT COMMISSION
June 15, 2021
8:30 a.m.

The Roanoke Regional Airport Commission met in the Airport Conference Room, Second Floor of the Terminal Building on Tuesday, June 15, 2021, at 8:30 a.m. Mr. Powers, Chair, presided.

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

ABSENT: None.....0.

MINUTES

The minutes of the regular monthly meeting held on May 18, 2021 and Special Meeting minutes for May 24, 2021, May 25, 2021 were before the body.

Mr. Gust 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 March 2021, was before the body.

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

ROANOKE REGIONAL AIRPORT COMMISSION AIR SERVICE UPDATE

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

Dr. Bishop made a motion to receive and file the report. The motion was seconded by Mr. Guidry and unanimously approved.

MONTHLY FINANCIAL REPORT

The monthly financial report for the eleven months ended May 2021, was before the body.

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

AUTHORIZING A SOLE SOURCE CONTRACT WITH APPALACHIAN POWER COMPANY

A report from the Interim Executive Director with regard to authorizing a sole source contract with Appalachian Power Company for electric services was before the body.

(Report on file in Airport Commission Office.)

Mr. Guidry made a motion to adopt a Resolution authorizing a sole source contract Appalachian Power Company for electric service. The motion was seconded by Dr. Bishop and adopted by the following vote:

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

NAYS: None.....0.

(Resolution No. 18.--061521 on file in Airport Commission Office.)

AUTHORIZING A CONTRACT TO DESIGNA ACCESS CORPORATION FOR PARKING ACCESS AND REVENUE CONTROL SYSTEM

The Interim Executive Director gave a report with regard to authorizing a contract to Designa Access Corporation for the installation of parking access and revenue control system. Geoff Polsluzny with Walker Consultants gave a presentation on the Designa equipment and answered general questions about functionality and ease of use. The resolution approving the contract was adopted by the following vote:

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

NAYS: None.....0.

(Report on file in Airport Commission Office.)

(Resolution No. 19-061521 on file in Airport Commission Office.)

AUTHORIZING THE PURCHASE OF REAL PROPERTY CURRENTLY OWNED BY NORDT PROPERTIES, LLC, BEARING CITY OF ROANOKE TAX PARCEL #6630107

A report from the Interim Executive Director recommending the Commission authorize the Interim Executive Director to execute all documents necessary to purchase City of Roanoke Tax Parcel #6630107 and provide for payment of \$3,300,000.00 to Nordt Properties, LLC, was before the body.

Mr. Fralin made a motion to consider a Resolution authorizing the acquisition by the Commission of real property currently owned by Nordt Properties, LLC, bearing Roanoke City Official Tax No. 6630107. The motion was seconded by Ms. Lawrence.

After general discussion about the property a new motion was made by Mr. Gust to adopt a Resolution authorizing the acquisition by the Commission of real property currently owned by Nordt Properties, LLC bearing Roanoke City Official Tax No. 6630107. The motion was seconded by Mr. Fralin and adopted by the following vote:

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

NAYS: None.....0.

(Report on file in Airport Commission Office.)

(Resolution No. 20-061521 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.

INQUIRIES AND/OR COMMENTS BY COMMISSION MEMBERS

Ms. Lawrence 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. Guidry and adopted by the following vote:

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

NAYS: None.....0.

Ms. Lawrence made a motion for a Closed Meeting to discuss personnel matters, and specifically the election of officers of the Commission, pursuant to section 2.2-3711 A(1), Code of Virginia (1950), as amended.

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

NAYS: None.....0.

The Commission convened in Closed Meetings at 9:43 a.m.

The Commission reconvened at 10:25 a.m.

ANNUAL ELECTION OF OFFICERS

Mr. Powers opened the floor for nominations for the annual election of officers. Mr. Gust made a motion that the following slate of officers be nominated:

| | |
|------------------|---------------------|
| Chair | Mr. Guidry |
| Vice Chair | Dr. Bishop |
| Treasurer | Mr. Jeavons |
| Secretary | Ms. Poe |
| Acting Secretary | Ms. Wilkins-Huffman |

There was a second to the motion for the nomination of the officers. There were no other nominations.

Mr. Gust made a motion that the nominations be closed. The motion was seconded by Mr. Fralin and unanimously approved.

The roll call for the slate of officers was as follows:

| | |
|--------------|-------|
| Dr. Bishop | Slate |
| Dr. Clements | Slate |
| Mr. Fralin | Slate |
| Mr. Guidry | Slate |
| Mr. Gust | Slate |
| Ms. Lawrence | Slate |
| Mr. Powers | Slate |

There being no further business to come before the Commission, Mr. Powers who adjourned the meeting at 10:28 a.m.

ATTEST:

Secretary