



The Cumberlands Airport Commission

SERVING
SOUTHWEST VIRGINIA AND EASTERN KENTUCKY
6225 Airport Road
WISE, VIRGINIA 24293

The Cumberlands Airport Commission held its regularly scheduled meeting on Thursday, June 23, 2016 at 6:00 p.m. at the Lonesome Pine Airport.

PRESENT: Donnie Rose, Chairman
George Dean, Vice Chairman
Ron Helton, Secretary/Treasurer
Danny Mullins
Travis Anderson
Mary Hylton
Chris Starnes
Tonya Yates, Recording Secretary
Jarrod Powers, Airport Manager
Leonard Rogers, Legal Counsel

ABSENT: Bobby Tuck

The meeting was called to order by Chairman Donnie Rose.

Invocation was given by Donnie Rose

Pledge of Allegiance was led by George Dean

Agenda was presented by Donnie Rose; **A motion was made by Ron Helton to accept and approve the agenda; seconded by George Dean; unanimously accepted.**

Minutes from the May 19, 2016 meeting were presented; **A motion was made by Ron Helton to approve the minutes as presented; seconded by Mary Hylton; unanimously accepted.**

TREASURER'S REPORT: The financial reports for May were presented by Ron Helton. **A motion was made by Ron Helton to accept the report as presented; seconded by Danny Mullins; unanimously accepted.**

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MANAGER'S REPORT:

- A. Fuel sales decreased for the month of May due to traffic volume.
- B. Hangar rent is current for the month of May with the exception of one hangar and Jarrod has changed the mailing address for invoices.
- C. Jarrod submitted a monthly project progress report. All projects are current, and discussion was made regarding the status of various projects.
- D. Jarrod stated that he has requested a grant for the ramp side wall repair in the amount of \$7,900.
- E. Jarrod discussed the repair of the tractor which was completed under warranty by Cox Tractor.
- F. Donnie suggested that Jarrod attend state meetings to promote the Airport.

PUBLIC RECOGNITION:

Mr. Phil Shelton was in attendance for public recognition. Mr. Shelton stated that he represented Therrel Robinson who would be moving back to the area and would like to open an aircraft repair business. Donnie Rose suggested to rent a hangar location and stated that the Airport would work with Mr. Robinson.

OLD BUSINESS:

- A. Donnie Rose discussed self-serve fuel and stated that the project would be put on hold until other funding was acquired.

NEW BUSINESS:

- A. Donnie Rose stated that the FAA has made changes regarding the type of work that can be done in the hangars. Chris Starnes suggested that the lease be revised to include the revisions. Donnie suggested that Chris Starnes and George Dean work together to revise the lease. Donnie Rose discussed the taxiway expansion and the safety issues that need to be resolved. Donnie stated that he will request a fee proposal and the project will qualify for an 80/20 grant, the remainder to be funded from the Hangar Maintenance Fund. Danny Mullins asked if the Airport will use Delta or a local firm. Donnie stated that he feels comfortable with Delta.

- B. Ron Helton read the credit card resolution, required by Powell Valley National Bank for a credit card with a limit of \$1,000. Jarrod would be the only authorized user of the card. **A motion was made by Ron Helton to sign the resolution in order to acquire the credit card; seconded by Mary Hylton; unanimously accepted.**
- C. Donnie Rose stated that Flirtey would like to put up a plaque commemoration the drone event at the Airport. Discussion was made and the commission agreed without need of a motion being made.
- D. **Danny Mullins made a motion to authorize the Airport manager to install a time clock with a battery backup; seconded by Travis Anderson; Danny Mullins requested roll call vote; Voting yes, Danny Mullins, Travis Anderson, Mary Hylton; Voting no, Donnie Rose, Ron Helton, George Dean; motion passed with a vote of 4 to 3.** Discussion was made concerning the cost and employee perception of the time clock. Danny Mullins stated that a time clock would be beneficial for workers compensation insurance and to show the County the exact cost of labor.

CLOSED SESSION:

- A. **A motion was made by Ron Helton to go into closed session as permitted by Section 2.2-3712 of the Code of Virginia, for the purposes of discussion of personnel matters as specifically permitted by Section 2.2-3711, Paragraph A.1 of the code of Virginia; seconded by Chris Starnes;** Following the closed meeting, **a motion was made by Ron Helton to reconvene in open meeting, seconded by George Dean; unanimously accepted.** Certification of closed meeting is attached and made part of these minutes.

OPEN SESSION:

A motion was made by Ron Helton to make the increase of the airport manager's salary retroactive to January 1, 2016; seconded by George Dean; unanimously accepted. Danny Mullins requested to abstain from voting because he did not vote in the previous session.

NEXT MEETING: The next meeting was scheduled for Thursday, July 21, 2016 at 6:00 p.m.

ADJOURNMENT: **A motion was made by Donnie Rose to adjourn the meeting; seconded by Danny Mullins; unanimously accepted,** and the meeting was adjourned by Chairman Donnie Rose.

Signed: _____
Donnie Rose, Chairman

Ronald G. Helton, Secretary/Treasurer