

CHESAPEAKE AIRPORT AUTHORITY
MINUTES
OCTOBER 8, 2024

The regular meeting of the Chesapeake Airport Authority was held on Tuesday, October 8, 2024, at 7:05 p.m. at the Chesapeake Airport, Chesapeake Virginia.

MEMBERS PRESENT Kevin Beethoven, Morris DeSimone, Wynn Dixon, Andrew Hochhaus, and Thomas Russell.

MEMBERS ABSENT Scott Bechtold

AIRPORT MANAGER Chris Schrantz

ACCOUNTING MANAGER Mary Cover

AIRPORT COUNSEL Anita Poston, Woods Rogers Vandeventer Black, PLC

AIRPORT ENGINEER Steve Peterson, Talbert & Bright

CALL TO ORDER

Chairman Dixon called the meeting to order at 7:05 pm.

FY 2024 Audit Report/Brown Edwards

Ms. Katie Babb, representing Brown Edwards, gave a review and results of the audit they conducted for FY 2024.

A motion was made, seconded and approved to accept the audit results for FY 2024 from the auditor. (5-0)

MINUTES FROM AUGUST 2024 MEETING

A motion was made to amend the September 10, 2024 to include the discussion of the strategic communication committee role and purpose. The motion was seconded, and unanimously approved to accept the minutes with the amendment from the meeting held on September 10, 2024.

FINANCIAL STATEMENTS

Mr. DeSimone reported that he had reviewed the current financial statements and moved for their approval. The motion to approve the financial statements was seconded and adopted unanimously. (5-0)

REVIEW OF INVOICES

Invoices over \$1,000

9/3/2024	US Bank	Bond	25,243.00
9/3/2024	Brown Edwards	Audit Billing	8,952.56
9/4/2024	Dominion Power	Utility Billing	2,885.38
9/4/2023	Woods Rogers Van	Legal Billing	2,310.00
9/17/2024	City of Chesapeake	Fuel Billing	1,434.14
9/17/2024	Austin Electric	AWOS Inspection	1,200.00

9/17/2024	Dominion Power	Utility Billing	1,351.55
9/19/2024	Pender & Coward	Easement Acquisition	52,947.55
9/19/2024	Talbert & Bright	CS6-28. Inv. 17F	19,074.72
9/19/2024	Talbert & Bright	CF6-P Rnwy	3,911.00
9/19/2024	JR Caskey	CS6-65 PR 3	21,683.75
9/19/2024	Talbert & Bright	CS6-65 Inv. 10	9,110.51
9/20/2024	DEQ	Annual Fee	2,454.00
9/20/2024	Union Bank & Trust	Credit Card	1,411.49
9/24/2024	Pender & Coward	Easement Acquisition	1,970.66

\$155,940.31

OLD BUSINESS

None

NEW BUSINESS

None

REPORT FROM TALBERT & BRIGHT submitted by Steve Peterson

T-Hangar Taxiway Phase 3 Construction

The contractor has completed all work. A final inspection is scheduled for October 16th. The only punch list items to address are two small bird baths. These will be addressed by the contractor prior to final release of retainage. We are in the process of finalizing all paperwork for grant and contract closeout.

Corporate Hangar Construction

Floor repairs have been completed in Hangar 2806. Floor repairs in 2808 are on going and will be completed this week. The contractor is looking at drainage for the door tracks for both hangars. Cooper Tacia is putting together a plan to provide additional track drainage and will provide a schedule for this work in coming weeks. After this we will move to closeout the contract.

South Apron Pavement Rehabilitation

This project was approved at the Virginia Aviation Board meeting in August. We are currently waiting on a grant offer from the DOAV and for final funding from the city.

Obstruction Removal

This project is in the same situation as the South Apron Pavement Rehabilitation. There is a federal grant in place to design the removal of trees on parcels off airport property that are on the northeast end of the airport. Once local funding is in place we will begin coordination with the local property owners for access and begin the design.

Runway Rehabilitation Environmental

The CatEx for the runway rehabilitation is nearly complete. DEQ and DHR have completed their reviews and the Draft CatEx was submitted to the FAA for review. I anticipate receiving FAA approval this week.

MANAGER'S REPORT submitted by Chris Schrantz

1. Meeting held with city manager on 9/25. City and airport are revising the budget process to address the budget shortfall brought about by the 3 catastrophic failures at the airport in FY 24. The process will include additional recipients of the monthly financial statements. Capital projects (state and federal) will be reviewed and local participation requested before the projects begin. City manager authorized additional funds to address the fire protection pump house repair and equipment costs.
2. Recent DEQ mandates resulting from an inspection done in June will result in additional costs due to the newly required installation of backup power to each of the components of the treatment system. Additionally, there will be monitors installed at the pump station and treatment site. The total costs are not yet known. The power requirements for the pumps is under review and will determine the size of backup power generation needed. The monitors suggested for installation cost \$8000 for both.
3. City will not participate in any of the waste water system repairs. Recommendation from manager's office is to recoup costs through a recalculation of waste water treatment subscription fees. Sewer subscription fees will be increased to an as of yet undetermined amount.
4. DEQ inspection mentioned previously resulted in a notice of violation for items relating to our individual permit. Counsel is working with the DEQ enforcement section to minimize the civil penalties.
5. Economic development department will be visiting the airport within the next few weeks to follow up on the momentum brought by the Virginia Economic Development Partnership visit last month.
6. Chesapeake Regional Airport is listed in the state inventory of sites ready for development on the VEDP website. Challenges for adjacent land is the water and sewer availability. Sewer is a particular challenge due to CAA owned waste water treatment capacity.

CHAIRMAN'S REPORT

Chairman Dixon thanked everyone for their participation.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Wynn Dixon
Chairman