



## 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, August 24, 2017 at 6:00 p.m. at the Lonesome Pine Airport.

<u>PRESENT:</u> Donnie Rose, Chairman	<u>ABSENT:</u> Bobby Tuck
George Dean, Vice Chairman	Chris Starnes
Ron Helton, Secretary/Treasurer	Travis Anderson
Danny Mullins	
Mary Hylton	
Jarrold Powers, Airport Manager	
Leonard Rogers, Legal Counsel	

The meeting was called to order by Chairman Donnie Rose.

INVOCATION was given by Donnie Rose.

PLEDGE OF ALLEGIENCE was led by George Dean.

AGENDA was presented by Donnie Rose; **a motion was made by Mary Hylton to approve agenda; seconded by George Dean; a substitute motion was made by Danny Mullins, to add Future Projects to New Business; seconded by George Dean; unanimously accepted.**

MINUTES from June 15, 2017 and July 20, 2017 were presented by Donnie Rose. **A motion was made by Ron Helton to accept the minutes of June and July meeting as presented; seconded by Mary Hylton; Danny Mullins abstained; everyone else voted affirmatively, passing the motion.**

TREASURER'S REPORT: The financial report for June was presented by Ron Helton. A reminder to Airport Manager was made for him to coordinate with Steve Cole's office to have Capital Improvements Reserve Expenses expensed throughout 2017-18 fiscal year. **A motion was made by Ron Helton to accept the report as presented; seconded by Danny Mullins; unanimously accepted.**

MANAGER'S REPORT:

A. Fuel sales were discussed. See attached Manager's Report.

- B. Fuel truck repairs were discussed.
- C. Hangar rent is current. See attached Manager's Report.
- D. Manager presented a monthly project progress report (attached).
- E. Maintenance Building eligibility for State funding was discussed. Building must be planned and shown on ALP and appropriate environmental evaluations and clearances must be obtained. Manager stated that maintenance building funding was eligible for 80% grant for cost of facilities less than 1,250 SF, and eligible for 50% grant for that cost of facilities over 1,250 SF, always limited to eligible cost of \$50/SF.
- F. Manager informed Commission that he is soliciting construction costs for Hangar C bathroom.

PUBLIC RECOGNITION:

No public recognition.

OLD BUSINESS:

- A. PERSONNEL- Manager gave Commission an update on advertisement for part-time lineman and part-time administrative assistant. Since last meeting, it was necessary for Manager to hire two new lineman. To confirm this action, **a motion was made by Danny Mullins authorizing Airport Manager to hire two part-time linemen at a rate of \$9.00 per hour; seconded by George Dean; unanimously accepted.**

After discussion of administrative assistant, **a motion was made by George Dean to authorize Manager to hire a part-time administrative assistant at a rate of \$9.00 per hour for up to 30 hours per week; seconded by Danny Mullins; unanimously accepted.**

**A motion was made by Danny Mullins to authorize the purchase of computer hardware and software, not to exceed \$1,000.00; Mary Hylton seconded; unanimously accepted.**

NEW BUSINESS:

- A. CONFERENCE REPORT from annual Aviation Conference was presented by Donnie Rose. Attached is copy of report outline.
- B. FUTURE PROJECT list was presented and discussed by Donnie Rose. List is attached. Donnie asked that each Commission member rank the projects in order of priority and be prepared to discuss collective project priorities at next meeting.

ROUND TABLE: Appreciation was extended to Airport Manager for his good work.

NEXT MEETING: The next meeting was scheduled for September 21, 2017 at 6:00 p.m.

**ADJOURNMENT: A motion was made by George Dean to adjourn the meeting; seconded by Mary Hylton; unanimously accepted,** and the meeting was adjourned by Chairman Donnie Rose.

Signed: \_\_\_\_\_  
Donnie Rose, Chairman