

WOODBINE PORT AUTHORITY

Meeting Minutes 8/22/2016

Present: William Pikolycky, Chairman
Jeff Doran, Vice-Chairman
Michael Benson, Board Member
Cliff Anderson, Board Member
John Sturm, Board Member
Kyle Weinberg, Solicitor
Dennis Yap, DY Consultants
Wayne Rumble, Airport Maintenance Manager
Melissa Rodriguez, Secretary

Absent: N/A

Meeting Called to Order at 5:00 p.m.

TOPIC

DISCUSSION/ACTION

I. Approval of Minutes 7/25/2016

Minutes were approved for the meeting held on July 25, 2016 without corrections.

Motion by: J. Sturm

2nd: C. Anderson

Roll Call: C. Anderson – Yes

M. Benson – Yes

J. Doran – Yes

W. Pikolycky – Yes

J. Sturm – Yes

II. Unfinished Business:

A. Review of Grants

See monthly status report submitted by DY Consultants. The status report was summarized by Dennis Yap and reviewed with the Board.

It was also discussed that the trees that needed to be removed still need to be identified. At this point in time the airport cannot accommodate night approaches until the trees are removed. This is a safety issue. DY will reach out to Van Note Harvey to discuss further.

B. Delinquent Tenants

In regards to Mr. Hartley, Mr. Weinberg has spoken to Mrs. Hartley and she has agreed to pay 2 months by this Friday. Late fees are being assessed accordingly. If no payment is received, the Board can proceed with eviction.

No recent payment has been received from Mr. Roddy. Mr. Weinberg reported that he has not heard from him and he has not returned any of his calls. Mr. Roddy's agreement requires him to pay \$1000.00 monthly. He has not been consistent with this agreement. Mr. Weinberg will continue to follow up.

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It was discussed by the Board if credit checks can be done for prospective tenants. The secretary will look into this further.

The Board also requested that all leases be reviewed on an annual basis (in September). The secretary will prepare the review for the upcoming meeting. Auto parking fees and daily tie-down fees will be included in the review.

C. MedTrans Helicopter

Refer to DY monthly status report. It was also reported that the plumber was supposed to be there today.

D. Airport Insurance Coverage

The airport's insurance policy is currently being reviewed by the insurance broker to ensure that we have proper coverage (especially in regards to fuel). The Chairman will continue to follow up.

III. New Business:

None.

IV. Airport Maintenance Report

See report submitted by Wayne Rumble which covers the period of 7/23/2016 through 8/22/2016.

In regards to Hangar C-10, it was reported that the door may have been damaged with a snow plow. Mr. Rumble will get prices for the repair of the door.

V. Treasurer's Report

A motion was made and approved to pay WPA invoices as presented by the Treasurer.

Motion by: J. Doran
2nd: M. Benson
Roll Call: C. Anderson – Yes
M. Benson – Yes
J. Doran – Yes
W. Pikolycky – Yes
J. Sturm – Yes

VI. Audience Participation

None

VII. Motion to Adjourn at 6:03 p.m.

Motion by: C. Anderson
2nd: J. Doran
Roll Call: C. Anderson – Yes
M. Benson – Yes
J. Doran – Yes
W. Pikolycky – Yes
J. Sturm – Yes

Minutes respectfully submitted by:

Melissa Rodriguez, Secretary