

# WOODBINE PORT AUTHORITY

Meeting Minutes 10/24/2016

**Present:** William Pikolycky, Chairman  
Jeff Doran, Vice-Chairman  
Michael Benson, Board Member  
Cliff Anderson, Board Member  
John Sturm, Board Member  
Kyle Weinberg, Solicitor  
Kan Liu, 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 9/26/2016**

Minutes were approved for the meeting held on September 26, 2016 without any corrections.

*Motion by:* M. Benson

*2<sup>nd</sup>:* J. Sturm

*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 and reviewed by DY Consultants.

Item #1 – Kan will contact C&H in regards to the final payment due to them. The final payment needs to be resolved with the FAA first. If they insist on receiving their payment, and we do not receive payment from the FAA by the 15<sup>th</sup> of the month, then the WPA will go ahead and pay the amount due.

Item #3 – The WPA accepts the draft report, and DY will submit it to the FAA.

*Motion by:* M. Benson

*2<sup>nd</sup>:* J. Doran

*Roll Call:* C. Anderson – Yes

M. Benson – Yes

J. Doran – Yes

W. Pikolycky – Yes

J. Sturm – Yes

Item #7 & 8 – No report.

Kan also updated the Board in regards to the trees/obstruction. At this point, the obstruction

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affects the ability for night approaches, therefore the restriction will continue.

## B. Delinquent Tenants

In regards to Mr. Hartley, no payment has been received since last meeting. The solicitor will follow up. Mr. Hartley's lease expires next month.

No recent payment has been received from Mr. Roddy and Mr. Weinberg reported that he still has not heard from him. Mr. Roddy's agreement requires him to pay \$1000.00 monthly. He has not been consistent with this agreement. Mr. Weinberg reported that he has obtained a consent order through the courts.

## C. MedTrans Helicopter

MedTrans will be hosting an Open House and Ribbon Cutting on 10/25/2016 at 4 pm. All WPA board members are invited to attend.

In regards to the fencing, it should be fixed by the end of November.

## D. Airport Insurance Coverage

A quote has been received for the coverage for the fuel service. The annual cost would be \$722.00 for a two million coverage policy. The Board agreed to purchase this coverage.

*Motion by:* J. Doran  
*2<sup>nd</sup>:* C. Anderson  
*Roll Call:* C. Anderson – Yes  
M. Benson – Yes  
J. Doran – Yes  
W. Pikolycky – Yes  
J. Sturm – Yes

## III. New Business:

### A. Review Audit Report - 2015

This item has been tabled to the next meeting.

The Board reviewed the past fees that have been charged by the Auditor for the preparation of the audit. Fees have consistently increased over the years.

### B. Approve WPA 2017 Budget

A motion was made to approve and submit the 2017 Budget. (**Resolution #15-2016**)

*Motion by:* M. Benson  
*2<sup>nd</sup>:* J. Sturm  
*Roll Call:* C. Anderson – Yes  
M. Benson – Yes  
J. Doran – Yes  
W. Pikolycky – Yes  
J. Sturm – Yes

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- C. Asphalt**
- The Chairman shared with the Board information that he received from Axeon Fuel Products. This company specializes in fuel resistant asphalt payment which resists oil and prolongs the life of a runway. Kan reported that this product is more expensive (costs 50-100% more) but lasts longer/takes longer to crack. This product will be kept in mind for future projects.
- IV. Airport Maintenance Report**
- See report submitted by Wayne Rumble which covers the period of 9/24/2016 through 10/21/2016.
- A. Airport Incidents/Accidents**
- A report was presented in regards to an incident that occurred on 9/10/2016. It involved an airplane that started and the pilot was not yet in the cockpit. It ran into another airplane. There was damage that occurred to the prop of the airplane. There was no injury reported. See attached report.
- V. Treasurer's Report**
- A motion was made and approved to pay WPA invoices as presented by the Treasurer.
- Motion by:* C. Anderson  
*2<sup>nd</sup>:* J. Sturm  
*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 6:04 p.m.**
- Motion by:* M. Benson  
*2<sup>nd</sup>:* C. Anderson  
*Roll Call:* C. Anderson – Yes  
M. Benson – Yes  
J. Doran – Yes  
W. Pikolycky – Yes  
J. Sturm – Yes

***Minutes respectfully submitted by:***

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***Melissa Rodriguez, Secretary***