

WOODBINE PORT AUTHORITY

Meeting Minutes 11/28/2016

Present: William Pikolycky, 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: Jeff Doran, Vice-Chairman

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

TOPIC

DISCUSSION/ACTION

I. Approval of Minutes 10/24/2016

Minutes were approved for the meeting held on October 24, 2016 without any corrections.

Motion by: M. Benson

2nd: C. Anderson

Roll Call: C. Anderson – Yes

M. Benson – Yes

J. Doran – Absent

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 & 2 – A final payment in the amount of \$19,670.77 is owed to C&H Disposal. Payment due is to be made accordingly.

Item #8 – In looking at eligible projects, it appears that the addition of Jet A Fuel may be a project that could be obtained. DY will look into this further.

B. Delinquent Tenants

In regards to Mr. Hartley, a payment has been received in the amount of \$345.00. He continues to be delinquent. Mr. Hartley's lease expires on 12/9/2016. He will be contacted regarding his lease expiration. He will most likely be continued on a month to month basis which would result in him being assessed an increased monthly fee.

No recent payment has been received from Mr. Roddy. Mr. Weinberg reported that he received information from the courts today. Mr. Roddy has an outstanding balance of \$5500.00. A motion will be filed to enforce and to possibly levy his bank account.

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- C. **MedTrans Helicopter** MedTrans hosted an Open House on 10/25/2016. They are officially operating out of their new facility. The fence still needs to be repaired. They continue to pay their land lease and hangar on a month to month basis.
- III. **New Business:**
- A. **Audit Report - 2015** The Board reviewed the Audit Report and approved it accordingly. There were no recommendations cited on this report.
(Resolution #17-2016)
Motion by: M. Benson
2nd: J. Sturm
Roll Call: C. Anderson – Yes
 M. Benson – Yes
 J. Doran – Absent
 W. Pikolycky – Yes
 J. Sturm – Yes
- B. **Approve Revised WPA 2017 Budget** A motion was made to approve the revised version of the 2017 Budget.
(Resolution #16-2016)
Motion by: J. Sturm
2nd: C. Anderson
Roll Call: C. Anderson – Yes
 M. Benson – Yes
 J. Doran – Absent
 W. Pikolycky – Yes
 J. Sturm – Yes
- C. **Adopt 2017 WPA Budget** A motion was made and approved to adopt the 2017 Budget. **(Resolution #18-2016)**
Motion by: M. Benson
2nd: J. Sturm
Roll Call: C. Anderson – Yes
 M. Benson – Yes
 J. Doran – Absent
 W. Pikolycky – Yes
 J. Sturm – Yes
- IV. **Airport Maintenance Report** See report submitted by Wayne Rumble.
- A. **Airport Incidents/Accidents** A report was presented in regards to an incident that occurred on 11/19/2016. It involved an airplane that was owned by High Exposure that was totaled. It was a student and there were no injuries reported. It appears that the plane caught a wind gust and the plane left the runway. This incident was reported to NJDOT.
- V. **Treasurer's Report** A motion was made and approved to pay WPA invoices as presented by the Treasurer.
Motion by: C. Anderson

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2nd: *M. Benson*

Roll Call: *C. Anderson – Yes*
M. Benson – Yes
J. Doran – Absent
W. Pikolycky – Yes
J. Sturm – Yes

A motion was made and approved to transfer \$34,000 from the Fuel Account to the Operating Account in order to pay the loan payment that is due in December to 1st Bank of S.I.C.

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

VI. Audience Participation

None

VII. Motion to Adjourn at 5:43 p.m.

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

Minutes respectfully submitted by:

Melissa Rodriguez, Secretary