

## **March 2024 Meeting Minutes Winchester Regional Airport Authority**

The Winchester Regional Airport Authority Board of Directors met in regular session at 491 Airport Road, Business Center at 5:00 P.M. on March 13, 2025.

**Present:** Bill Pifer (City of Winchester), Gene Fisher (Frederick County), Marcus Zechini (Clarke County), Frank Haun (Shenandoah County), Rhett Champagne (Frederick County), Thomas Leone (Frederick County) Chip Newcome (City of Winchester Council Liaison)

**Absent:** John Eberhardt (City of Winchester), Carley Walker (Frederick County), Jerome Butler (Warren County), Vicky Cooke (Warren County), Nick Sabo (Executive Director)

### **OPEN MEETING**

Chairman Bill Pifer called the meeting to order at 5:00 P.M.

### **APPROVAL OF AGENDA**

**Motion:** Approve meeting agenda as distributed – by Gene Fisher, second by Frank Haun. Motion passed unanimously.

### **APPROVAL OF MINUTES – February 13, 2025, Regular Meeting**

**Motion:** Approve minutes as distributed – by Rett Champagne, second by Frank Haun. Motion passed unanimously

### **PUBLIC COMMENT**

None

### **CHAIRMAN COMMENTS**

Mr. Pifer. Introduced Marcus “Zeke” Zechini, who has been appointed by the Clarke County Board of Supervisors to fill the unexpired term of Leslie Melanson. Mr. Zechini gave the board a summary of his work and aviation career. Mr. Pifer welcomed him to the Authority.

### **COMMITTEE REPORTS**

(a) **Executive** – No report

(b) **Finance & Budget** – Mr. Pifer summarized the report provided by the Executive Director.

**Motion:** Accept finance report as presented – by Frank Haun, second by Gene Fisher. Motion passed unanimously.

(c) **Marketing & Business Development** – Mr. Pifer summarized the Strategic Planning Session held in the Business Center on February 7, 2025. He encouraged the Directors to review the report and the recommendations and plan for further discussions next month aimed at updating the current plan.

(d) **Foundation & Community Outreach** – No report.

## **OPERATIONS REVIEW – OPERATIONS SUPERVISOR**

Dave provided an update on all open capital projects and the continued progress settling into the new terminal building. He briefed the board on Alyssa Gardner's attendance at the AvFuel's FAA-Approved Part 139 Supervisory Fuel Safety Training Seminar to learn about: Fuel Handling, Fire Safety, Aviation Fuels & Additives, Fuel Storage Systems, and many other topics. He noted that preparations for the spring season is underway as well as the Friday following this meeting marks the return of Story Time at the Airport in partnership with the Handley Regional Library System.

## **NEW BUSINESS - EXECUTIVE DIRECTOR**

See attached Executive Director's summary report.

Mr. Pifer introduced Michael Crudden, Manager, Washington Flight Standards District Office and Front-Line Managers Perry Benshoof and Geroge Litten.

Mr. Crudden and his team explained the waiver process and requirements for the upcoming Apple Blossom Air Show. They discussed the roles of the FAA prior to and during the event and answered questions from the Board regarding NOTAMS/TFRs, the timeline for approval and requirements for participants.

## **COMMENTS – BOARD MEMBERS**

Frank Haun encouraged his fellow board members to promote the use of the Business Center.

## **ANNOUNCEMENTS**

City of Winchester Councilor Chip Newcome was introduced as the newly appointed liaison for the City of Winchester. He discussed his ambitions for the Airport's continued partnership with public schools and STEM education.

## **ADJOURNMENT**

**Motion:** There being no further business, a motion was made to adjourn the meeting at 5:44 P.M. – by Frank Haun, second by Rett Champagne. Motion passed unanimously.

Respectfully submitted,

David M. Foley II, Operations Manager

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WRAA Adopted:

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