

## **JUNE 2025 Meeting Minutes Winchester Regional Airport Authority**

The Winchester Regional Airport Authority Board of Directors met in regular session at the Terminal Building Business Center located at 491 Airport Road at 5:00 P.M. on June 12, 2025.

**Present:** Bill Pifer (City of Winchester), Gene Fisher (Frederick County), Carley Walker (Frederick County), Marcus Zechini (Clarke County), Frank Haun (Shenandoah County), Rhett Champagne (Frederick County), John Eberhardt (City of Winchester)

**Absent:** Thomas Leone (Frederick County), Jerome Butler (Warren County), Chip Newcome (City of Winchester Council Liaison)

### **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 Frank Haun, second by Gene Fisher. Motion passed unanimously.

### **APPROVAL OF MINUTES – May 8, 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 thanked Mayor Les Veach for attending the meeting.

### **COMMITTEE REPORTS**

(a) **Executive** – No report

(b) **Finance & Budget** – Nick delivered a pre-audit report on the May 2025 financial reports.

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

(c) **Marketing & Business Development** – No report.

(d) **Foundation & Community Outreach** – Carley outlined recent community engagement efforts. Girls in Aviation Day is scheduled for Saturday, September 20<sup>th</sup>.

**Motion:** Accept report as presented – by John Eberhardt, second by Gene Fisher. Motion passed unanimously.

### **OPERATIONS REVIEW – OPERATIONS SUPERVISOR**

There were two bid openings for projects the previous month; Taxiway Relocation – Section 2 and an Unleaded Fuel Tank. For the latter, bids came in above budget so we are negotiating with the low bidder to determine if there is a viable path forward for the project. The project is eligible for a state grant at 33%. A recent power outage yielded an underground failure of an electricity line that traverses across the airport. We are working with Rappahannock Electric Cooperative (REC) to possibly replace this section of power line, as it was installed in the 1980s and has failed several times. The landscaping project for the terminal is underway. Dave concluded with a status update on the Taxiway Relocation – Section 1 project.

## **NEW BUSINESS - EXECUTIVE DIRECTOR**

Nick introduced artist John Kiernan. John made a presentation to the Board about the possibility of installing a mural on the headwall space in the terminal hold room. There was interest among the Board and more discussions would follow about fundraising and the appropriate strategy to deliver the project.

The FY2026 budget and Taxiway Relocation – Section 2 project bids were reviewed. This project will have a 95/4/1 (FAA/DOAV/Local) grant distribution. Nick addressed questions about the scope of the project and how it will be divided among two grants offered by the Airport Improvement Program (AIP) and Infrastructure Investment and Jobs Act (IIJA) program (formerly BIL).

**Motion:** Authorize the Executive Director to execute all necessary documentation to apply for and receive federal and state grants to support the Taxiway Section 2 and IIJA projects – by John Eberhardt, second by Carley Walker. Motion passed unanimously.

Nick outlined a proposal for a developer to bring excess fill dirt on airport property. The proposal is under review by the FAA, DOAV, and our engineering consultants. An update will be provided at the next meeting.

The airport participated in the VAOC Spring Workshop. OKV was represented by the Executive Director and Chairman.

There was a call for nominations for the Chairman, Vice Chairman, Secretary

## **COMMENTS – BOARD MEMBERS**

None

## **ANNOUNCEMENTS**

Wings and Wheels is scheduled for Saturday, October 18 from 10AM-4PM.

## **ADJOURNMENT**

**Motion:** There being no further business, a motion was made to adjourn the meeting at 6:16 P.M. – by Gene Fisher, second by John Eberhardt. Motion passed unanimously.

Respectfully submitted,

Nick Sabo, Executive Director

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WRAA Adopted:

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