

OCTOBER 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 October 9, 2025.

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

Absent: John Eberhardt (City of Winchester), Rhett Champagne (Frederick County), Carley Walker (Frederick County)

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 – September 11, 2025, Regular Meeting

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

PUBLIC COMMENT

None

CHAIRMAN COMMENTS

None

COMMITTEE REPORTS

(a) **Executive** – No report

(b) **Finance & Budget** – Nick delivered a report on the pre-audit financials for September 2025.

Motion: Accept finance report as presented – by Frank Haun, second by Marcus Zechini. Motion passed unanimously.

(c) **Marketing & Business Development** – A recap of the development reception on October 2nd was shared with the Board. There was general discussion about the role of the 5 jurisdictions with regard to incentives for economic development at the airport.

(d) **Foundation & Community Outreach** – A recap of recent community engagement and workforce development efforts was shared with the Board.

OPERATIONS REVIEW – OPERATIONS SUPERVISOR

Dave delivered a report on recent airport operations. The taxiway construction project is completed, and all operations have returned to normal (NOTAMs cancelled). Dave shared testimony about a small fire incident that occurred in the terminal on 9/24/25. He also provided an overview of the airport's preparations for the Wings and Wheels event scheduled for Saturday, October 18th.

NEW BUSINESS - EXECUTIVE DIRECTOR

A proposed policy addressing independent operators was introduced for adoption. The policy was discussed at a previous business meeting.

Motion: Approve the Independent Operator Policy as presented with an initial fee schedule of \$600/year or \$100/month, effective January 1, 2026 – by Gene Fisher, second by Marcus Zechini. Motion passed unanimously

The Wincrest Drive Warehouse Project MOU is still under review by airport counsel. No action is required at this time.

The airport underwent its licensing inspection by the Virginia Department of Aviation (DOAV) and received another 7-year extension to its operating license as a public-use airport.

Notice of Award was issued to Chemung Contracting Corp. for the Taxiway Relocation – Section 2 project. This project was budgeted for FY26 and is already under grant by the FAA and DOAV.

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 6:24 P.M. – by Gene Fisher, second by Frank Haun. Motion passed unanimously.

Respectfully submitted,

Nick Sabo, Executive Director

WRAA Adopted:
