



County of Middlesex

Airport Committee

AGENDA

January 23, 2023

3:00 p.m.

Terminal Building, Topping, Virginia

1. Call to Order
2. Roll Call
3. Annual Meeting Organization
 - a. Election of Chairman
 - b. Election of Vice Chair
 - c. Election of Secretary
 - d. Determination of date, time and place of 2023 Regular Meetings
4. Approval of Minutes – November 28, 2022
5. Public Comment
6. Committee Reports of Previous Activities
7. Unfinished Business
8. New Business
 - a. Proposed 3rd Party O&M for Fuel Facility
9. Public Comment
10. Adjourn

Next Regular Meeting – March 27, 2023 at 3:00 p.m.
Terminal Building, Topping, Virginia

PUBLIC COMMENT PROCEDURES

General Requirements:

1. Each speaker will give his or her name and address for the record.
2. Each speaker or individual will be given one opportunity to speak.
3. All comments and/or remarks will be addressed to the Airport Committee, not the audience.
4. Comments from speaker(s) representing a group:
 - Must represent four (4) or more individuals;
 - Individuals must stand and acknowledge that they are being represented by the speaker and that they forfeit their individual time to speak;
 - Are allowed 12 minutes to make their presentation(s).
5. Comments from individuals – allowed three (3) minutes each.

At A Meeting Held At The Airport Terminal On Monday, November 28, 2022 Of The Middlesex
County Airport Committee

Present Jamie Barnhardt, At Large
 Richard Lewis, At Large
 Chip Holt, At Large
 Chris Moffatt, At Large
 Don Chapman, At Large
 Matt Walker, County Administrator
 Charlie Beam, Airport Manager
 Russ Perkinson, MOP
 Oscar Barber, Airport General Contractor
 Leo Ford Barber, MOP

CALL TO ORDER

The meeting was called to order at 7:00 pm by Jamie Barnhardt.

Approval of previous minutes. A motion to accept the minutes of the previous meetings was made by Chip Holt and seconded by Don Chapman. On a unanimous voice vote the minutes were approved.

PUBLIC COMMENT

None

SUBCOMMITTEE REPORTS

None

OLD BUSINESS

Runway Update Oscar Barber gave a status update on the runway. Richard Lewis asked Mr. Beam and Mr. Barber what needed to be done to have the FAA update the charts with the new runway data. Mr. Barber stated that he would look into that. Mr. Barber also commented on the tax rate for aircraft. He said that some of the tenants of the new hangers may not locate their aircraft to the county. This may deprive the county of a tax base. He suggested that the county look at a reduced rate that would broaden the base and result in increased revenues.

NEW BUSINESS

Introduction of new airport manager Matt Walker introduced Charlie Beam to the airport committee as the new airport manager.

Repair/Upgrade to Fuel Farm Mr. Beam stated that the county has received an estimate of \$19,000.00 for the repair of the fuel farm. Mr. Walker stated that he was concerned that spending that much on the current facility that was nearing the end of its useful life might not be the best course of action. Mr. Barber requested to be able to give a bid to repair the

fuel farm. Mr. Beam said that he had included a line the FY 2022 – 2026 Middlesex County Capital Improvements Plan for Hummel Field Pump Island Improvement (\$100,000).

Executive Committee Richard Lewis made a motion, seconded by Chip Holt to form an Executive Committee (Jamie Barnhardt, Richard Lewis, Chip Holt) to meet at the call of the chairman. On a unanimous voice vote the motion was approved. Chairman Barnhardt directed that Mr. Holt contact the county attorney to get an opinion on the makeup of the committee and clarify the open meeting requirements. (As of this date chairman Barnhardt has withdrawn his participation in the Executive Committee.) The Executive Committee will also function as the nominating committee. Chip Holt made a motion that the Executive Committee put a presentation together on personal property tax for the airport committee to vote on and present to the Board of Supervisors. Seconded by Richard Lewis. On a unanimous voice vote the motion was approved.

January Meeting Time Chip Holt made a motion seconded by Richard Lewis to have the January meeting start at 3:00 PM on January 23rd, 2023. On a unanimous voice vote the motion was approved.

Airport Authority Chairman Barnhardt brought the subject of forming an airport authority. Some discussion was brought forward about what was involved. Richard Lewis made a motion to table the topic until the January meeting. Second by Don Chapman. On a unanimous voice vote the motion was approved.

PUBLIC COMMENT

Russ Perkinson made comments on the aircraft property tax and fuel sales.

Oscar Barber made comments on the airport being part of the public transportation system.

The January meeting will be January 23rd, 2023, at 3:00 PM at the airport.

ADJOURNMENT

The meeting was adjourned at 8:10 pm on a motion by Richard Lewis, seconded by Don Chapman.

A voice vote was taken and was unanimously passed.

Respectfully submitted,
Richard Lewis
Secretary