

At its regular meeting of the Orange County Airport Commission held on Thursday February 21, 2013, beginning at 6:56 pm in the Airport Conference room of the Orange County Airport, 11275 Aviation Way, Orange, Virginia. Commission members present: Mr. Matthews, Mr. Sedwick, Mr. Herndon, Mr. Hubbell and Ms Pack. Also present: Mr. Hildebrand, Director of Public Works, Mr. Jarrell, Airport Manager, and Board of Supervisor Mr. Goodwin.

RE: **Call To Order And Determination of Quorum:** Mr. Jarrell called the meeting to order. It was determined a quorum had been met.

RE: **Organizational Meeting:** Mr. Jarrell stated that the first order of business was to elect a Chairman for the year 2013.

RE: **Election of Chairman:** Mr. Jarrell opened the floor for nominations for Chairman. Mr. Matthews nominated Mr. Herndon. Mr. Hubbell seconded. As no other nominations were made, the floor was closed for nominations.

Mr. Matthews:	Herndon
Mr. Sedwick:	Herndon
Ms. Pack:	Herndon
Mr. Hubbell:	Herndon

RE: **Election of Vice Chairman:** Chairman Herndon opened the floor for nominations for Vice Chairman. Mr. Sedwick nominated Mr. Matthews; Mr. Matthews nominated Mr. Hubbell. Mr. Hubbell seconded the nomination for Mr. Matthews. As no other nominations were made, the floor was closed for nominations.

Ms. Pack:	Mr. Matthews
Mr. Sedwick:	Mr. Matthews
Mr. Herndon:	Mr. Matthews
Mr. Hubbell:	Mr. Matthews

RE: **Election of Secretary:** Chairman Herndon opened the floor for nominations for Secretary. Mr. Sedwick nominated Mr. Hubbell. No other nominations were made and the floor was closed for nominations.

Mr. Matthews:	Mr. Hubbell
Mr. Sedwick:	Mr. Hubbell
Mr. Hirsch:	Mr. Hubbell
Ms. Pack:	Mr. Hubbell

RE: **Annual Review of Bylaws:** Mr. Herndon asked for thoughts on changing the meeting frequency of the Commission or if there were any other areas where changes needed to be considered in the current bylaws. Discussion ensued. It was decided, due to lack of upcoming Airport projects, there would be no need to meet on a monthly basis. Mr. Hubbell moved to amend the Bylaws, Article 5, Section 2 to state the Commission will meet bi-monthly, beginning March 2013. Ms. Pack seconded and carried to make this change to the Bylaws. Ayes: Mr. Herndon, Mr. Sedwick, Mr. Matthews, Mr. Hubbell and Ms. Pack. Nays: None.

RE: **Adoption of Agenda:** Mr. Sedwick moved, Mr. Matthews seconded and carried to adopt the February 21, 2013 agenda. Ayes: Mr. Hendon, Mr. Matthews, Mr. Sedwick, Mr. Hubbell and Ms. Pack. Nays: None.

RE: **Approval of Minutes:** Mr. Hubbell moved, Mr. Sedwick seconded and carried to adopt the November 15, 2012 minutes. Ayes: Mr. Herndon, Mr. Matthews, Mr. Sedwick, Ms. Pack and Mr. Hubbell. Nays: None.

RE: **Public Comment:** Mr. Walters with the External Affairs Committee in Lake of the Woods informed the Commission of new business opening near the Culpeper Airport. Mr. Walters has offered to help to expand the Airport to bring in more businesses. Ways to grow the Airport and make use of the Timber Truss property were discussed.

RE: **Board of Supervisor Action:** There were no Supervisor actions to report.

RE: **Airport Project Update:**

- **Land and Easement Update** – Mr. Hildebrand stated the final walk through for the current phase of the Land Easement Acquisition project has been completed. All issues have been taken care of and the process of closing the project has begun. Mr. Hildebrand handed out a draft copy of the final report to be given to the FAA and DOAV. Mr. Hildebrand informed the Commission a court date had been set for January 13, 2014 on one condemnation property.
- **Skydive Orange Fence** – Mr. Hildebrand informed the Commission that Skydive Orange would like to temporarily remove approximately 150 feet of fence line near their new hangar. The fence would be removed to provide a safer landing area for the skydivers. Skydive Orange understands the fence would need to be reinstalled in the future, at their expense. Discussion concerning safety issues, animal control and DOAV's input took place. It was recommended by the Commission that staff do what is best for the Airport.
- **Quarterly Fuel Report** – Mr. Jarrell presented the Commission with the fourth quarter of 2012 sales report. It was noted fuel sales were low, possibly due to weather conditions this winter.

RE: **Commission Comment:** It was noted Culpeper County has proposed to set their tax rate to zero for aircraft; Culpeper Air Fest will be held the second Saturday in October; this year's wine festival will be held at Montpelier, not at the Airport; Orange County Parks and Recreation would like to hold a hot wings cook off at Booster Park and would like the Airport to participate.

RE: **Adjourn:** Mr. Matthews motioned to adjourn at 7:54 pm; Mr. Herndon seconded and carried to adjourn. Ayes: Mr. Sedwick, Mr. Herndon, Mr. Matthews, Mr. Hubbell and Ms. Pack. Nays: None.



Chairman



Vice Chairman