

At its regular meeting of the Orange County Airport Commission held on Thursday February 22, 2018, beginning at 5:02 pm in the Airport Conference room of the Orange County Airport, 11275 Aviation Way, Orange, Virginia. Commission members present: Mr. Matthews, Mr. Sedwick, and Mr. Herndon. Also present: Board of Supervisor, Mr. Goodwin; Mr. Hildebrand, Assistant County Administrator of Operations; and Mr. Jarrell, Airport Manager.

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

RE: **Organizational Meeting:**

- **Election of Chairman:** Mr. Jarrell asked for nomination for chairman. Mr. Sedwick nominated Mr. Herndon. Mr. Matthews seconded and carried. Nays: none.

Mr. Matthews: Aye  
Mr. Sedwick: Aye  
Mr. Hubbell: Aye

- **Election of Vice Chairman:** Mr. Herndon asked for nominations for Vice Chairman. Mr. Herndon nominated Mr. Sedwick. Mr. Matthews seconded and carried. Nays: None.

Mr. Herndon: Aye  
Mr. Matthews: Aye  
Mr. Sedwick: Aye

- **Annual Review of Bylaws:** Mr. Sedwick moved, Mr. Matthews seconded and carried to accept the Bylaws as presented.

RE: **Adoption of Agenda:** Mr. Hildebrand asked to add a topic, concerning Skydive Orange. Mr. Matthews moved, Mr. Sedwick seconded and carried to adopt the amended February 22, 2018 agenda to include item 7 D for Skydive Orange. Ayes: Mr. Matthews, Mr. Sedwick, and Mr. Herndon. Nays: None.

RE: **Approval of Minutes:** Mr. Sedwick moved, Mr. Matthews seconded and carried to adopt the July 27, 2017 minutes. Ayes: Mr. Sedwick, Mr. Herndon, and Mr. Matthews. Nays: None.

RE: **Public Comment:** None

RE: **Board of Supervisor Action:**

- **Airport Easement Acquisitions:** Mr. Hildebrand stated the Board of Supervisors approved moving forward with the Airport Easement Acquisition project as described in attached memo. He also gave appreciation for the Board of Supervisor's support of the Airport projects.
- **Adoption of DBE Plan and Goal:** Mr. Hildebrand reminded the Commission that a DBE Plan was required so the county could proceed with the Runway Crack/Seal Project. The DBE Plan was completed and approved by the BOS.
- **Avigation Easement Acquisition:** Mr. Hildebrand informed the Commission one property owner had agreed to the County's offer but complications arose.

RE: **Airport Operation/Project Update:**

- **RW26 Obstruction Removal (Land Acquisition Services):** - Mr. Hildebrand updated the Commission on the status of acquiring avigation easements. The county has not been able to acquire an easement due to a Subordinate Agreement, which requires mortgage companies to agree to the easement. Following legal advice, staff is rewriting the Airport Zoning Ordinance and notifying the effected landowners of the changes being made. This will enable the County to complete the easement acquisitions with less complications.
- **Runway Rehab and Remarking** - Mr. Jarrell worked closely with Delta Airport consultants and Remac, Inc. on this project and gave details on the process taken to rehabilitate and remark the runway. He explained this work has likely extended the use of the runway by approximately 10 years.
- **Fuel Sales Report:** Mr. Jarrell reviewed the fuel sales report attached to the agenda. He noted fuel sales rose in 2017 in comparison to 2016.

- **Skydive Orange:** Skydive Orange approached staff concerning their desire to build another hangar on Airport property. This hangar would be placed where the old hangar is currently located and require another 20-year land lease with the County. Mr. Hildebrand noted that this was not in compliance with the current Airport Layout Plan but it would not be difficult to have this document amended. Mr. Sedwick moved, Mr. Matthews seconded and carried to have the Airport Layout Plan amended to accommodate Skydive Orange construction of a new hangar as discussed. Ayes: Mr. Matthews, Mr. Herndon, Mr. Sedwick. Nays: None
- RE: **Commission Comment:** The Commission asked about EMS occupation of the old terminal and its relation to the new safety building.
- RE: **Adjourn:** Mr. Sedwick motioned, Mr. Matthews seconded and carried to adjourn at 6:00 pm. Ayes: Mr. Matthews, Mr. Sedwick, and Mr. Herndon. Nays: None.



Chairman