

At its regular meeting of the Orange County Airport Commission held on Thursday, November 15, 2012, beginning at 7:00 pm in the Airport Conference room of the Orange County Airport, 11275 Aviation Way, Orange, Virginia. Commission members present: Mr. Hirsch, Mr. Hubbell, and Mr. Matthews. Also present: Mr. Hildebrand, Director of Public Works and Mr. Jarrell, Airport Manager.

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

RE: **Adoption of Agenda:** Mr. Matthews moved, Mr. Hubbell seconded and carried to adopt the October 19, 2012 agenda. Ayes: Mr. Hubbell, Mr. Hirsch, Mr. Matthews. Nays: None.

RE: **Approval of Minutes:** Mr. Hubbell moved, Mr. Matthews seconded and carried to adopt the October 19, 2012 minutes. Ayes: Mr. Matthews, Mr. Hirsch, Mr. Hubbell. Nays: None.

RE: **Public Comment:** None.

RE: **Board of Supervisor Action:** Mr. Jarrell informed the Commission that the Board of Supervisors chose Candice Pack of Skyline Aviation Services, to speak during the "Business Spotlight" portion of the Board meeting, held on Tuesday October 23, 2012. Mr. Hildebrand added that Ms. Pack has been appointed to the Airport Commission by the BOS. She will be filling the position currently held by Mr. Hirsch. Mr. Hirsch will be leaving the commission when his term expires, December 31, 2012. The Commission and others present wished Mr. Hirsch well, thanked him for his years of service and expressed a desire for him to stay involved with the Airport. The BOS also chose to extend Mr. Matthew's appointment for another term. Mr. Matthews was thanked for his willingness to serve.

Mr. Hildebrand stated the BOS approved filing a DOAV grant application for the design phase of Taxi Land/T-Hangar 2. The application has been filed and staff is expecting a decision from the DOAV in December 2012.

RE: **Airport Operations and Capital Projects:**

ACIP Discussion – Mr. Hildebrand explained the items included in the Airport Capital Improvement Projects outline. The Commission discussed the priority of the projects, funding availability and options, and the work included in the projects.

Mr. Hildebrand also informed the Commission that Orange County has been assigned a new engineer from Delta Airport Consultants. Ms. Tara Eschenfelder will be replacing Mr. Adam Switzer. Mr. Switzer has been promoted and is transitioning Ms. Eschenfelder into the upcoming projects. Staff wishes the best for Mr. Switzer and welcomes the opportunity to work with Ms. Eschenfelder.

Also discussed was the new paperwork procedure for filing reimbursement requests with the FAA.

Custom Aero Aviation Update.

RE: **Commission Comment:**

RE: **Adjourn:** Mr. Hirsch was unable to complete the meeting. As there was no longer a quorum, the meeting was informally closed at 7:45.

Chairman

Vice Chairman