

Matthew L. Walker
County Administrator



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County of Middlesex

Airport Committee

AGENDA

March 24, 2025
6:00 p.m.
Terminal Building, Topping, Virginia

1. Call to Order
2. Roll Call
3. Attendance of Members via Zoom (qualified for participation)

PUBLIC COMMENTS

4. Approval of Minutes – January 27, 2024
5. Report of Standing Committees
6. Reports of Special Committees
7. Unfinished Business
 - a. Review of Courtesy Car status and other Airport matters (Airport Manager)
 - b. Review of replacement Terminal building status by Oscar Barber
8. New Business

PUBLIC COMMENTS

9. Adjournment

Next Regular Meeting – May 26th, at 6:00 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 OF THE HUMMEL FIELD AIRPORT COMMITTEE
HELD ON MONDAY, JANUARY 27, 2025, AT THE AIRPORT TERMINAL**

TOPPING, VIRGINIA

Present: Jamie Barnhardt, At Large
Maribeth Culbertson, At Large
Chip Holt, At Large
Janice Moore At Large
Chris Moffatt, At Large
Les Hockman, At Large

Absent: Eric Deagle, At Large
Don Chapman, At Large

Richard Lewis, Airport Manager

Britney Thomas, Airport Secretary- Zoom

CALL TO ORDER

Chairman Barnhardt called the meeting to order at 6:00 p.m.

ROLL CALL

Ms. Thomas took the following roll call: Mrs. Culbertson– Present; Mr. Hockman – Present.; Ms. Moore – Present.; Mr. Moffatt – Present.; Chairman Barnhardt – Present. There was a quorum.

APPROVAL OF NOVEMBER 25, 2024, MINUTES

Mr. Hockman made the motion to approve the November 25, 2024, minutes, which was seconded by Ms. Moore. The motion was carried by the following roll call: Mrs. Culbertson– Aye; Mr. Hockman – Aye.; Ms. Moore – Aye.; Mr. Moffatt – Aye.; Chairman Barnhardt – Aye.

PUBLIC COMMENT

Chairman Barnhardt opened public comments at 6:03 p.m.

Oscar Barber of Topping, VA, mentioned that the Committee could invest in a speaker so that Zoom users can be heard better.

Chairman Barnhardt closed public comments at 6:05 p.m.

ELECTIONS OF 2025 OFFICERS

The Committee unanimously agreed to rearrange the agenda to elect the 2025 officers before discussing anything further.

Mr. Moffatt made the motion to retain the current slate of officers, which was seconded by Ms. Moore. The officers remain as follows; Jamie Barnhardt- Chairman; Eric Deagle- Vice Chairman; and Britney Thomas- Secretary. The motion was carried by the following roll call: Mrs. Culbertson– Aye; Mr. Hockman – Aye.; Ms. Moore – Aye.; Mr. Moffatt – Aye.; Chairman Barnhardt – Aye.

DISCUSSION WITH WHITNEY LAW OF START SMALL THINK BIG MARKETING ON \$10,000 VA STATE TOURISM GRANT FOR HUMMEL FIELD AND MIDDLESEX COUNTY

Chairman Barnhardt introduced Whitney Law to present the marketing plan for the Virginia State Tourism grant. Ms. Law provided the Committee with a packet outlining the plan and announced that a \$10,000 grant has been awarded for this initiative.

Ms. Law explained that the grant operates on a reimbursement basis—meaning the EDA will initially fund the \$10,000, and at the end of the grant cycle, Virginia Tourism will reimburse the amount. The program will run until the end of May 2025, with the primary goal of attracting tourism, particularly to Urbanna. As part of the initiative, a videographer will film a family arriving at Hummel Field by plane. The participating family will be compensated for an overnight stay through a partnership with the owners of the Chesapeake Inn in Urbanna, who will also provide promotional support. Ms. Law suggested exploring additional partnerships with other lodging establishments to expand promotional opportunities.

Another key component of the program is a partnership with the taxi service Southern Belle. Additionally, the program will feature an advertisement from ALPA, incorporating video footage, photography, and a written piece on Hummel Field, specifically targeting audiences in Baltimore. The video will highlight key features of the airport, such as the runway length, fuel stations, and other notable amenities.

During the discussion, Ms. Moore inquired about the focus on Urbanna. Ms. Law explained that Urbanna was selected because of its walkability. The Committee engaged in a broader discussion about potential visitor destinations within Middlesex County and the various reasons

tourists might be drawn to the area. Virginia Tourism is particularly interested in attracting more out-of-state visitors.

The Committee also proposed installing an informational board near the fuel station to showcase Middlesex County attractions, restaurants, and other key points of interest. Ms. Law stated that if the grant could not cover this cost, she might be able to secure a partnership with Virginia River Realm to support the project. She also informed the Committee that Virginia River Realm offers a mobile app that allows visitors to plan their trips to Middlesex County. There was much discussion and extensive brainstorming on potential content for the informational board and additional ideas for enhancing tourism in the area.

DISCUSSION WITH BYRON TYSON AND OSCAR BARBER ON HUMMEL AIRFIELD'S 100TH ANNIVERSARY AND TERMINAL GRAND OPENING

Mr. Tyson, a local pilot, was unable to attend the meeting. Mr. Barber informed the Committee that he plans to apply for a building permit from the County. Once the permit is granted, he estimates that the terminal building will arrive in approximately three months. He further stated that the construction and finishing process would require approximately six to seven months to complete.

Mr. Barnhardt made the motion to appoint a subcommittee to discuss the 100th anniversary and terminal grand opening, which was seconded by Ms. Culbertson. The motion was carried by the following roll call: Mrs. Culbertson – Aye; Mr. Hockman – Aye.; Ms. Moore – Aye.; Mr. Moffatt – Aye.; Chairman Barnhardt – Aye.

REPORT OF STANDING AND SPECIAL COMMITTEES

There were none at this time.

UNFINISHED BUSINESS

Airport Manager Report- Mr. Richard Lewis:

- A. Mr. Lewis informed the Committee that he has all the pieces for the courtesy car; it is now just a matter of convincing staff to approve it. He said the main hold-up was apprehension of the risk it poses for the County.
- B. He informed the Committee that the 1200 Aero ADS-B monitor has been successfully installed. He demonstrated its functionality, showing that the system provides real-time data on aircraft operations, including flight paths, the number of takeoffs, and the origin of flights. The monitor also allows access to live tracking and detailed reports. Additionally, the system generates useful reports that can be shared upon request.
- C. He also addressed his efforts to track the income of the Airport and sales.

Chairman Barnhardt informed the Committee that highly technical adjustments were made to the Airport Layout Plan (ALP) and submitted to Parish & Partners, the engineering firm

responsible for its development, as well as the Department of Aviation for review. The Department of Aviation approved the corrections, ensuring the release of necessary funds.

Chairman Barnhardt noted that if the Board of Supervisors approves the ALP at its next meeting and it is subsequently submitted to the State of Virginia, a special meeting may be required to review the final submission. During the discussion, concerns were raised regarding the proximity of the charging station to the fuel farm.

Mr. Moffatt made the motion to accept the ALP with the understanding that prior to the installation of the electric charging station that the charging station be moved as far as practical from the fuel facility when installed, which was seconded by Ms. Moore. The motion was carried by the following roll call: Mrs. Culbertson– Aye; Mr. Hockman – Aye.; Ms. Moore – Aye.; Mr. Moffatt – Aye.; Chairman Barnhardt – Aye.

NEW BUSINESS

Mr. Lewis informed the Committee that the motor for Hangar T’s door had been rewired; however, there is an ongoing issue with the switches. Until this issue is resolved, the affected individual will not be charged for hangar rent.

Chairman Barnhardt provided an update on the upcoming Wings, Wheels, and Keels event, scheduled for September 27, 2025. A meeting date will be set to discuss event planning and logistics.

PUBLIC COMMENTS

Chairman Barnhardt opened public comments at 7:49 p.m.

There were no public comments.

Chairman Barnhardt closed public comments at 7:49 p.m.

ADJOURNMENT

Ms. Culbertson made the motion to adjourn the meeting, which was seconded by Mr. Hockman. The motion was carried by a unanimous vote.

Next regular Meeting March 24, 2025 at 6:00 PM

Respectfully Submitted

Jamie Barnhardt

Airport Committee Chairman