

Matthew L. Walker
County Administrator



Ann Marie Ricardi
Assistant County Administrator

County of Middlesex

Airport Committee AGENDA

September 22, 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 – July 28, 2025
5. Report of Standing Committees
6. Reports of Special Committees
 - a. Discussion of purchase of furniture for the new terminal building
7. Unfinished Business
 - a. Review of replacement Terminal building status by Oscar Barber
 - b. Discussion of Wings, Wheels, and Keels (September 27th, 2025)
 - c. Discussion on runway lighting per request by County Administrator Matt Walker
8. New Business
 - a. Report from Airport Manager Richard Lewis
 - b. Discussion of the next meeting date
 - c. Election of Airport Committee Secretary
 - d. Discussion of aircraft parking during the construction phase of the Hummel ramp
 - e. Report on attendance at the VA Aviation Conference, August 13-15 (Janice Moore)
 - f. Possible discussion of wall decorations in the new Hummel terminal building
 - g. Advisement of Les Hochman's recognition by the BOS

PUBLIC COMMENTS

9. Adjournment

Next Regular Meeting – November 24, 2025 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, JULY 28, 2025, AT THE AIRPORT TERMINAL**

TOPPING, VIRGINIA

Present: Don Chapman, At Large
Maribeth Culbertson, At Large
Janice Moore At Large
Chris Moffatt, At Large
Jamie Barnhardt, At Large
Jay Rovniak, At Large

Absent:
Eric Deagle, At Large

CALL TO ORDER

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

ROLL CALL

Chairman Barnhardt took the following roll call: Mr. Chapman– Present; Mrs. Culbertson– Present; Ms. Moore– Present; Mr. Moffatt– Present; Mr. Rovniak– Present; Chairman Barnhardt– Present; Mr. Deagle– Absent. There was a quorum.

APPROVAL OF MAY 19, 2025, MINUTES

Ms. Moore made a motion to approve the minutes from May 19, 2025, which was seconded by Mr. Moffatt. The motion was carried by unanimous vote.

PUBLIC COMMENT

Chairman Barnhardt opened public comments at 6:01 p.m.

There were no public comments.

Chairman Barnhardt closed public comments at 6:02 p.m.

REPORT OF STANDING AND SPECIAL COMMITTEES

Status Report of Hummel Field's Anniversary and New Terminal Grand Opening:

There was some discussion about potentially combining the grand opening ceremony and the Hummel Field 85th anniversary celebrations, as to generate the most possible attendance for both events.

UNFINISHED BUSINESS

Review of Replacement Terminal Building Status– Update from Mr. Oscar Barber

Mr. Oscar Barber reported that it has been nearly two years since he initially submitted a proposal for the replacement of the terminal building. After overcoming engineering problems and Department of Environmental Quality hurdles, he has since obtained DEQ approval. The project is currently at the county level in the permitting stage. He mentioned that there is a lot of paperwork involved, and it may take some time to receive the required permits. He is working to resolve some of the issues that have been brought forward with the Board of Supervisors

Update on VA Dept of Transportation Marketing Grant for Hummel Field

Chairman Barnhardt provided an update on the marketing film funded by the \$10,000 grant from the Virginia Department of Transportation, which Whitney Law has been working on. He stated that the video was filmed, in which Mr. Barber's grandson participated as the subject. Chairman Barnhardt stated that the video would be sent to the Aircraft Owners and Pilots Association, where they will be able to target tourism markets in Maryland.

NEW BUSINESS

New Member Introduction – Jay Rovniak

The committee welcomed newly appointed member, Mr. Jay Rovniak, as long-time member Mr. Les Hockman has officially resigned. Mr. Rovniak introduced himself and expressed a passion for aviation and a desire to contribute to the community in this way, and was enthusiastic about his involvement.

Terminal Building Furniture Purchase

Airport Manager Richard Lewis was informed that the Department of Aviation will cover 90% furniture costs for the new 4,000-square-foot terminal, based on an allocation of \$10,000 per 1,000 square feet, totaling \$40,000. Mr. Lewis asked that the committee form a subcommittee to assist in selecting furniture to ensure that the choices made will be the most advantageous in terms of longevity. Mrs. Culbertson, Ms. Moore, and Mr. Rovniak all volunteered to be members of the subcommittee.

Virginia Aviation Conference Representation

Chairman Barnhardt stated that he, Mr. Lewis, and Ms. Moore will be attending the annual Virginia Aviation Conference at Hotel Roanoke during the month of August. He explained that this networking event is crucial, as 60% of the Department of Aviation's project funding is allocated during their board meetings. He elaborated that the conference will provide an opportunity to build personal relationships with engineers, funding partners, and other aviation professionals beyond typical phone interactions. There was some discussion regarding using the conference as an opportunity to gather ideas about pilot lounges and terminal facilities from other airport representatives.

PUBLIC COMMENTS

Chairman Barnhardt opened public comments at 6:51 p.m.

James Summer, a community pilot and aircraft owner, recommended that the Committee consider having a pilot on the subcommittee regarding furniture choices for the new terminal, to ascertain what kinds of things they might like to see in a pilot's lounge, and what could be useful.

Chairman Barnhardt closed public comments at 6:56 p.m.

ADJOURNMENT

Ms. Moore made the motion to adjourn the meeting. The motion was carried by a unanimous vote.

Next regular Meeting September 22nd, 2025 at 6:00 PM

Respectfully Submitted

Jamie Barnhardt

Airport Committee Chairman

Hummel Airfield W-75 Terminal Building Furniture Request

Hummel Airfield W-75 is a general aviation airport in Topping, Virginia (Middlesex County). We are constructing a new terminal building, supported by 80 percent state funds approved by this Board and the Middlesex County Board of Supervisors. This proposal requests support of 90 percent state funds for furnishing the waiting areas, conference room and pilot lounge (which includes a flight planning area).

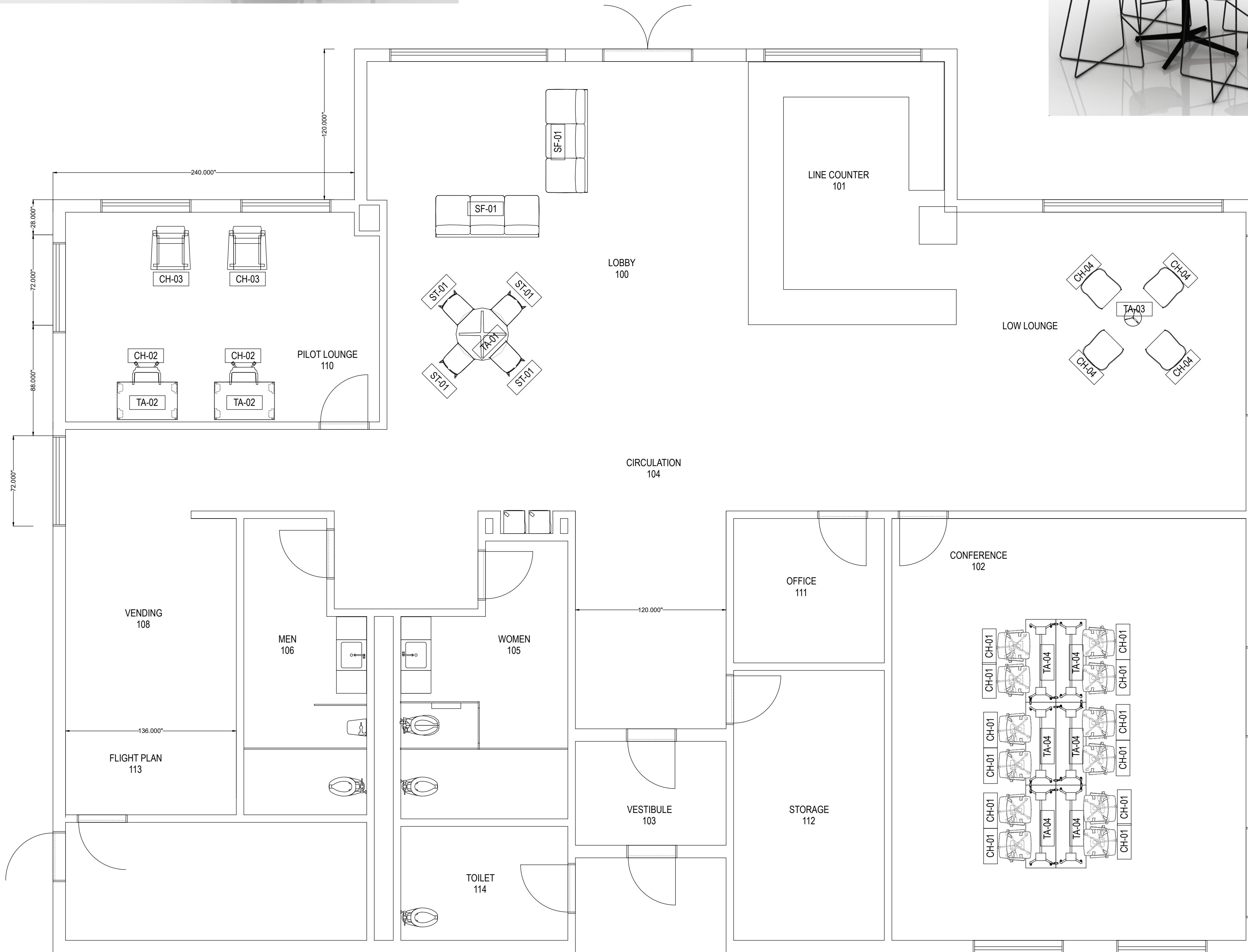
The furniture selections are aimed at providing a comfortable and convenient environment for pilots. We have also considered potential uses by various community organizations and opportunities for the Middlesex County Economic Development Authority (“EDA”) to encourage groups of local businesses to meet and find ways to benefit from the airport’s improvements. The EDA has recently featured the airport in a promotional video aimed at encouraging potential tourism from surrounding counties and other states on the Chesapeake Bay and the Atlantic Coast. See AOPA editorial dated 8/15/25 and the video on Virginia’s River Realm website.

The attached 8 ½ x 11 inch floor plan of the terminal building shows the approximate square footage of the various areas of the terminal building. Shown on this layout is the proposed placement of the various furnishings, which are listed in the table. The attached quote is from an OMNIA contract vendor. Actual purchases will be based on availability at the time of building completion.

The furniture is all commercial grade, for durability and availability of replacement parts. The Lobby furniture is placed near the windows for maximum ability to view the runway and/or the river. The bar height chairs and table allow visitors to see above the sofas. The pilot lounge recliners are designed for comfort, as are the chairs in the flight plan area. The conference room is equipped with chairs and modular tables that can be configured to accommodate board meetings or training sessions.

Room	#	Furniture description
Lobby	100	2 sofas and 1 round table by the windows 4 upholstered bar stools, behind the sofas 1 round table bar height, behind the sofas 4 lounge chairs 1 round table
Pilot Lounge/Flight Plan Area	110	2 recliners 2 chairs
Conference Room	102	6 modular tables on casters 12 mesh back, armed chairs on casters

We look forward to addressing any questions that the Board may have about our proposal.



OVERALL FURN PLAN
SCALE: 1/4" = 1'-0"

MIDDLESEX COUNTY AIRPORT
PLAN VIEW, RENDERINGS



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PROJECT INFORMATION:
MIDDLESEX COUNTY
TERMINAL BUILDING
310 PLANVIEW RD
TOPPING, VA 23169

DRAWING PHASE:
PRELIMINARY
AREA IDENTIFICATION:
OVERALL
KEY PLAN:

THIS DRAWING IS FOR FURNITURE INSTALLATION ONLY.
THIS DRAWING IS NOT FOR BUILDING CONSTRUCTION

SUBMITTALS:
NO. | DATE | DESCRIPTION | BY
00 | 09/08/2025 | INITIAL | RUI

PROJECT DIRECTOR:
[Sales person #1, Name]
DESIGNER:
[Sales person #2, Name]
CREATED
02/01/2025
A&D FIRM/BASE PLAN PROVIDED BY:

APPROVAL:

SIGNATURE:

DATE:










SHEET TITLE:
F-1


MOI PROJECT NUMBER:
60525-234212

SCALE:
1/4" = 1'-0"

SHEET NUMBER:

X-XX

Item	Previe	Mfg	Cat	Part Numbe	Part Description	Tag	Qty	Sell	Ext Sell
1		GLB	GUS	2671-2	GLOBAL ACCORD, Medium Back, Knee-Tilter, Std Fixed Arms, Std Polished Aluminum Base, Std 2" Dual Wheel Carpet Casters , GLOBAL SEATI... ~04 ... Skipped Option AL F-(STD) Aluminum Frame ALU C-2.5" Black Caster for Most Hard Surfaces ... Skipped Option ... Skipped Option	CONFERENCE ROOM	12	\$ 868.15	\$ 10,417.80
2		GUN	GL3	GG2TBF2466	GUN Briefing Flip Base w/ Casters 2466 ... Skipped Option Skipped Option	CONFERENCE ROOM	6	\$ 1,475.12	\$ 8,850.72
3		GUN	GL3	GG2TRT2466-L	GUN Briefing Rect Training Top 24D X 66W Lam ... Skipped Option Skipped Option Square Edge Detail Skipped Option	CONFERENCE ROOM	6	\$ 797.07	\$ 4,782.42
sub					Subtotal				\$ 24,050.94
4		CAR	CSO	KY-8908ML	Kyte, 24.5x26.25x34.5, Midback Lounge ... Skipped Option ~ETC Graded-in Fabric ETC4 Graded-in - Grade 4 ETC Graded-in Fabric Color TOR	LOBBY - LOW	4	\$ 1,155.73	\$ 4,622.92
5		HMI	HAA	SLTR1814	@Slit Table Round,rd,17.72" dia x 13.98" h ... Skipped Option	LOBBY - LOW	1	\$ 152.60	\$ 152.60
sub					Subtotal				\$ 4,775.52
6		SIT	SOI	2101.S2.AR0	Axys, 30" Bar Stool, Wire Rod, Upholstered Seat & Back, Armless ... Skipped Option FG4 Fabric/Vinyl Grade 4 ... Skipped Option ... Skipped Option ... Skipped Option	LOBBY - HIGH	4	\$ 487.14	\$ 1,948.56
7		KNO	KDH	DT1ACX4242	Round Table with X Base, 42H, 42" Wide ... Skipped Option	LOBBY - HIGH	1	\$ 674.10	\$ 674.10
8		SIT	SOI	2090.FS52.CN3	Lumo, Sofa, 3-Seat, Armless LS29 Metal Cylinder Leg ... Skipped Option UM3 Moisture Barrier (Back & Seat) USU Single Upholstery FG4 Fabric/Vinyl Grade 4 ... Skipped Option SX4 Hidden Cleanout GL6 Multi-Surface Height Adjustable Glides P1 Fully assembled in carton	LOBBY - HIGH	2	\$ 2,669.84	\$ 5,339.68
sub					Subtotal				\$ 7,962.34
9		HMI	HGN	DT1AS.3048LP	+Everywhere Rect Table,sq-edge,30" d,48" w,high-pressure lam top/thermoplastic edge,post leg ... Skipped Option ... Skipped Option ... Skipped Option ... Skipped Option	FLIGHT PLAN	2	\$ 508.44	\$ 1,016.88

Item	Previe	Mfg	Cat	Part Numbe	Part Description	Tag	Qty	Sell	Ext Sell
10		SIT	SOI	1113.T	Mavic, Midback Mesh, Collaborative 5-star Base, Swivel Tilt Mechanism	FLIGHT PLAN	2	\$ 470.12	\$ 940.24
				...	Skipped Option				
				...	Skipped Option				
				...	Skipped Option				
				...	Skipped Option				
				FABRIC	Fabric Grade Selections				
				FG4	Fabric Grade 4				
				...	Skipped Option				
				...	Skipped Option				
11		TRINITY*	TRINITY*	1511	TRINITY Facelift Replay Wallsaver Recliner. Fully Upholstered...	PILOT LOUNGE	2	\$ 1,944.33	\$ 3,888.66
				GRADE 10	Stinson Didi Bavaria Q BOB4124 DATE: 10/11/2024 EXP: 60 DAYS				
sub					Subtotal				\$ 5,845.78
12					ESTIMATED DEALER SERVICES		1	\$ 475.00	\$ 475.00
13					ESTIMATED INSTALLATION		1	\$ 4,300.00	\$ 4,300.00
					Grand Total				\$ 47,409.58