

AT A MEETING HELD AT THE AIRPORT TERMINAL ON MONDAY, JULY 24, 2023 OF THE  
MIDDLESEX COUNTY AIRPORT COMMITTEE

Present        Jamie Barnhardt, At Large  
                  Richard Lewis, At Large  
                  Chip Holt, At Large  
                  Chris Moffatt, At Large  
                  Don Chapman, At Large  
                  Ann Jones, At Large (remote)  
                  Les Hockman, At Large  
                  Reggie Williams, BOS

Charlie Beam, Airport Manager  
Russ Perkinson, MOP  
Robert Roberts, MOP  
Monica Sanders, MOP

CALL TO ORDER

The meeting was called to order at 6:00 pm by Jamie Barnhardt.

ROLL CALL

Attendance was taken by Mrs. Gilbert with the following roll call: Mr. Lewis – Present; Mr. Holt – Present; Mr. Moffatt – Present; Mr. Chapman – Present; Mr. Hockman – Present; Ms. Jones – Present; Mr. Williams – Present; and Mr. Barnhardt - Present. There was a quorum.

Mr. Barnhardt informed the Committee that Ms. Jones requested to participate electronically. Mr. Barnhardt asked Ms. Jones to state the reason for attending electronically. Ms. Jones stated it was due to medical reasons. Mr. Barnhardt said the committee needed to have a majority vote to approve Ms. Jones' participation by electronic means.

A motion approving Ms. Jones' electronic participation carried with no objections raised. Mr. Barnhardt asked for the minutes to reflect the reason Ms. Jones was participating electronically for medical reasons. Ms. Jones was now a voting member of the committee and there was a quorum.

Approval of Minutes:

Mr. Barnhardt noted that Mr. Holt was not present during the May 22, 2023 meeting and the minutes needed to be amended to remove his name.

A motion approving the minutes as amended was made by Mr. Lewis, seconded by Mr. Chapman and carried with no objections raised.

PUBLIC COMMENT

None

SUBCOMMITTEE REPORTS

None

UNFINISHED BUSINESS

Mr. Barnhardt provided an update on the runway lighting. Stating the electric lines have been dug along the runway and red lights have been installed. He said Mr. Barber is still waiting for the delivery of the lights that will go along the length of the runway and since the pre-work has

been done, installation of the lights will only take about 15 minutes per light. He added the light installation was in the final phase.

Mr. Moffatt asked about the nighttime airport operations since a license for nighttime operations had not been received from the Department of Aviation. Mr. Lewis said the FAA documentation still shows the runway at 2167 feet and is waiting for the information to be updated.

Mr. Lewis mentioned three issues with the fuel farm when the technician was out:

1. The switch shorted out and was communicating with the pump indicating there was water in it and the pump wouldn't start.
2. The emergency shut off switch has eroded contacts, although it works now, if the emergency shutoff switch is pushed, the pump may never come back on.
3. The pulse counter on the old pump is not consistently accurate and that is causing the pump to not work every time.

The Jones (company) will provide a proposal to have these repairs done. Mr. Lewis added that Mr. Beam said this work would be a priority, since the fuel farm is half of the airport's operating budget.

## NEW BUSINESS

Charlie Beam Updates: Mr. Beam arrived to the meeting via Zoom at 6:15 p.m.

Mr. Beam reiterated the issues noted by Mr. Lewis and added that he is waiting on costs for materials for replacing the EFSO push button, the water probe at the bottom of the filter and potential issues with the dispenser. He also said there were discussions on replacing the dispenser with a digital model. He said he is also expediting the request for a proposal to refurbish or repair the existing facility and a price for a preventative maintenance contract until such time as a new facility can be built.

Regarding airport operations, a quasi-proposal was received from an individual that is currently being reviewed. He is also working with John McCallum with Parrish and Partners to provide an airport layout plan illustrating the location of the new terminal, fuel facilities, hangers and areas for parking and tie downs. Mr. Beam will also attend the upcoming Virginia Aviation Conference being held in Williamsburg.

He discussed researching any available funding options at the state or federal levels in efforts to keep the county's cost down. He said he is working to have this work added to the Capital Improvements Plan, adding that whether it is approved this year or not, if it is on the plan, it will just roll over and it may take three to five years but as long as it is in the Capital Improvements Plan, we can fund it and build it.

Mr. Beam also mentioned that he petitioned and successfully obtained the Board's approval to set up an enterprise fund for the airport, he said this will track expenditures and revenue and is the first step in the airport becoming self-sufficient.

There were additional discussions regarding the airport enterprise fund. Mr. Beam stated this is a new concept and is more of accounting than a physical thing. He explained it is more of transferring funds to the proper line item, for lack of a better phrase, to help understand airport funds.

Mr. Holt said that in a previous meeting, it was mentioned to amend the bylaws so it will account for setting the meeting dates and times at the annual organizational meeting.

A motion to amend the Airport Committee bylaws to allow the meeting dates and times to be set at the annual organizational meeting was made by Mr. Holt and seconded by Mr. Lewis. Mr. Lewis stated although he seconded the motion, he is not convinced of this.

The Committee unanimously agreed to table the matter until the next meeting for further discussion.

#### PUBLIC COMMENT

Mr. Barnhardt opened the public comment at 6:40 p.m.

Mr. Russ Perkinson opposes creating an airport authority and wants it to remain under the Board of Supervisors. He also said that any fixed based operator should be free of any conflicts of interest, where there would be no financial gain other than regular paid compensation. He also mentioned he is unclear on times for the automatic lights in the evening. He has concerns with creating "moving target" meetings decided yearly.

Mr. Robert Roberts agrees that the airport should remain under the Board of Supervisor. He still has concerns with airplanes flying over his house and stated he had three trees cut down because the pilots were skimming the tops of the trees. He doesn't understand why they continue to do this. He believes this is a breach of contract that he signed with the County.

Ms. Sanders discussed the Country's economy and is concerned with continued spending.

Mr. Barnhardt closed the public comment at 6:57 p.m.

Mr. Barnhardt stated that a 30-day notice was provided regarding the possible amendment of the bylaws.

#### ADJOURNMENT

The meeting was adjourned at 7:00 pm on a motion by Mr. Lewis, seconded by Mr. Hockman. A voice vote was taken and was unanimously passed.