

**VIRGINIA:**

At a recessed joint meeting of the Washington County Board of Supervisors and Virginia Highlands Airport Authority held Wednesday, April 21, 2010, at 6:00 p.m., at the County Administration Building in Abingdon, Virginia the following were present:

**PRESENT:**

**Board of Supervisors:**

Dulcie M. Mumpower, Chair  
Odell Owens, Vice Chair  
Phillip B. McCall  
Nicole M. Price  
Kenneth O. Reynolds  
Joseph C. Straten  
Thomas G. Taylor

Mark K. Reeter, County Administrator  
Naoma A. Norris, Recording Clerk

**Virginia Highlands Airport Authority:**

William M. "Mark" Nelson, Chairman  
Frank M. Buchanan III  
Kenny Hobbs  
Anthony Lambert  
Marty Large  
Stephen R. Lowe  
David N. Matlock

Bobby M. "Mickey" Hines, General Manager  
Jim Elliott, Legal Counsel

Roy G. Lewis, Vice President/Director of Planning, Delta Airport Consultants, Inc.  
Colleen M. Angstadt, Project Manager, Delta Airport Consultants, Inc.

**ABSENT:**

**Board of Supervisors:**

Lucy E. Phillips, County Attorney  
Mark W. Seamon, Accounting Manager

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**1. Tour of Virginia Highlands Airport Facilities & Grounds – 6:00 p.m.-7:00 p.m.**

A tour of the Virginia Highlands Airport (VHA) facilities and grounds was conducted.

**2. Call to Order and Welcome:**

**a. Washington County Board of Supervisors**

The Board meeting was called to order by Ms. Dulcie M. Mumpower, Chair of the Board, who welcomed everyone in attendance. Ms. Mumpower noted that all Board members were present.

Ms. Mumpower thanked the Airport Authority for the informative tour of the airport facilities.

**b. Virginia Highlands Airport Authority**

Mr. William M. “Mark” Nelson, Chairman of the Virginia Highlands Airport Authority, called the Airport Authority meeting to order. Mr. Nelson noted that all Authority members were present.

Mr. Nelson thanked the Board for touring the airport facilities. He stated the Airport Authority looks forward to working with the Board to enhance the safety and increase the economic benefits of VHA.

**3. Invocation and Pledge of Allegiance**

Mr. David Matlock gave the Invocation and led the Pledge of Allegiance.

**4. Approval of Meeting Agenda:**

**a. Motion by Washington County Board of Supervisors**

*On motion of Mr. Owens, second by Ms. Price, the Board acted to approve the agenda as presented.*

*The vote on this motion was as follows: (7-0)*

<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Ms. Price</i>	<i>Aye</i>
<i>Mr. Reynolds</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>
<i>Mr. Taylor</i>	<i>Aye</i>

**b. Motion by Virginia Highlands Airport Authority**

*On motion of Mr. Large, second by Mr. Hobbs, the Airport Authority acted to approve the agenda as presented.*

*The vote on this motion was as follows: (7-0)*

<i>Mr. Buchanan</i>	<i>Aye</i>
<i>Mr. Hobbs</i>	<i>Aye</i>
<i>Mr. Lambert</i>	<i>Aye</i>
<i>Mr. Large</i>	<i>Aye</i>
<i>Mr. Lowe</i>	<i>Aye</i>
<i>Mr. Matlock</i>	<i>Aye</i>
<i>Mr. Nelson</i>	<i>Aye</i>

**5. General Business:**

a. Presentation of Status Update on Virginia Highlands Airport

Mr. Hines provided a PowerPoint Presentation that provided an overview of the VHA.

Mr. Roy Lewis, Vice President/Director of Planning for Delta Airport Consultants, Inc., provided an update on the VHA runway extension project. Mr. Lewis explained the primary reason for the runway extension project is to accommodate the growth at VHA from corporate jets that are attracted to the area. The Federal Aviation Administration is requiring VHA, as a publically operated airport to meet their design demands. The FAA demands are the driving force behind the VHA's Master Plan. He further explained the current runway length of 4,470' is too short of a runway for jets. The FAA recommended runway length is 5,000', which is the runway length proposed in the extension project. Mr. Lewis noted that many insurance underwriters provide their clients with reduced premiums when they use an airport with a runway of at least 5,000'.

Ms. Colleen Angstadt, Project Manager for Delta Airport Consultants, Inc., provided an update on the Environmental Assessment required as part of the runway extension project. Ms. Angstadt reported that the Environmental Assessment is nearing completion. She explained the report identified some significant wetland impact as a result of the runway extension project and reviewed the wetland mitigation measures coordinated between VHA, Virginia Department of Environmental Quality, Army Corp of Engineers and the FAA. Ms. Angstadt further explained that the St. John House, an out parcel surrounded by airport property, was determined to be eligible for the National Register of Historic Places. The Virginia Department of Historic Resources and FAA required that a Memorandum of Agreement be completed that outlines uses of the property should it is sold. The Memorandum of Agreement has been signed by all parties. Ms. Angstadt advised the Board that the Environmental Assessment has been submitted to the FAA. The FAA will issue a finding, or a record of statement to say there are no significant findings. Their response is expected in early summer. VHA will then be allowed to move to the next phase, which is land acquisition.

Discussions ensued concerning the Environmental Assessment Report and the timeline for construction of the runway extension.

*Scrivener's Note: The PowerPoint Presentation referenced above are included as Minutes Exhibits Item 2010-04-21-A.*

b. Discussion and Consideration of Various Matters of Interest to Board of Supervisors and Airport Authority

Mr. Nelson addressed the Board and explained the Airport Authority is committed to enhancing the safety and boosting the economic benefit of VHA. Financial resources are needed in order to accomplish the goals for VHA. He asked the Board to consider the needs of VHA in their long term financial planning for the County. Mr. Nelson expressed the Airport Authority's appreciation to the Board for their assistance in the past and for their continued support of VHA.

In another matter, Mr. Nelson explained the Airport Authority would like the Board to give consideration to locating a fire and rescue department at VHA. A site has been identified on airport property. He further explained that the Airport Authority believes the placement of a fire and rescue department at VHA would serve the growth of the area.

Ms. Mumpower stated that investment in VHA is an investment in economic development because having a quality airport is important in recruiting industry to the County. VHA is moving in the right direction and has made a lot of progress. The Airport Authority and Mr. Hines are to be commended.

Discussions ensued about the progress being made at VHA.

Mr. Reeter explained at a previous joint meeting between the Board and Airport Authority there was some discussion about the possibility of developing an airport related business park on VHA property. The discussions were positive; however, at the time it was thought to be too early in the runway extension process to devote serious consideration to this proposal. He inquired if the Airport Authority has long term interest in a joint business park venture on the additional acreage at VHA.

Lengthy discussions ensued concerning a possible joint business park venture at Virginia Highlands Airport.

Mr. Lewis explained that it is not too early to begin conceptual planning of a business park at VHA. The relocation of the road would be a key element as far as access to a business park. Further, a business park may play an important role in the actual design of the road. He further explained when funds are awarded for the extension project, the land acquisition will occur first with the road design taking place early in the project.

Mr. Reeter proposed the Airport Authority initiate a joint meeting with the County's Industrial Development Authority to begin the planning process.

Further discussions ensued regarding a business park at VHA.

At this time, discussions ensued concerning negotiations with owners of the St. John House and what impact the new road design would have on access to the house.

Ms. Angstadt explained the portion of road that accesses the St. John House would not be impacted. She provided a review of the road design and the property owner's access.

Mr. Reeter provided the Airport Authority with an update on the new industrial access road into Oak Park.

Mr. Owens inquired about the tree removal project at VHA.

Mr. Hines provided an update on the tree removal project.

Discussions ensued concerning tree removal at VHA and the acquisition of easements. Discussion was also devoted to the airport overlay zone.

In closing, Ms. Mumpower thanked the Airport Authority for the meal and the representatives from Delta Airport Consultants for their presentation.

**6. Adjourn or Recess**

**a. Washington County Board of Supervisors**

*On motion of Mr. Owens, second by Mr. Straten, it was resolved to adjourn the meeting.*

*The vote on this motion was as follows: (7-0)*

<i>Mr. McCall</i>	<i>Aye</i>
<i>Ms. Mumpower</i>	<i>Aye</i>
<i>Mr. Owens</i>	<i>Aye</i>
<i>Ms. Price</i>	<i>Aye</i>
<i>Mr. Reynolds</i>	<i>Aye</i>
<i>Mr. Straten</i>	<i>Aye</i>
<i>Mr. Taylor</i>	<i>Aye</i>

**b. Virginia Highlands Airport Authority**

*On motion of Mr. Buchanan, second by Mr. Matlock, it was resolved to adjourn the meeting.*

*The vote on this motion was as follows: (7-0)*

<i>Mr. Buchanan</i>	<i>Aye</i>
<i>Mr. Hobbs</i>	<i>Aye</i>
<i>Mr. Lambert</i>	<i>Aye</i>
<i>Mr. Large</i>	<i>Aye</i>
<i>Mr. Lowe</i>	<i>Aye</i>
<i>Mr. Matlock</i>	<i>Aye</i>
<i>Mr. Nelson</i>	<i>Aye</i>

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**Prepared by:**

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Naoma A. Norris, Recording Clerk

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**Approved by the Washington County Board of Supervisors:**

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Dulcie M. Mumpower, Chairman